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Asbru Web Content Management System

User Guide

Easily & Inexpensively
Create, Publish & Manage Your Websites

1. May 2010 Version 7.2.1

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Asbru Web Content Management System

Easily & Inexpensively
Create, Publish & Manage Your Websites

Introduction

This document is the user guide for the Asbru Web Content Management System. The user guide describes how you, the website administrator, install, configure and use the Asbru Web Content Management System to create, publish and manage your websites.

The Asbru Web Content Management System is a web solution allowing you easy access to create and update the content of your Internet website as well as your Intranet and Extranet websites. The system is full-featured but very easy to use and highly flexible. By default it is configured with a minimal set of features enabled to be as simple as possible for you, the website administrator, to use. More advanced web content management features can be enabled when needed.

This user guide is divided into eight main parts:

Part 1 describes how to install and configure the Asbru Web Content Management System to run on your website.

Part 2 describes how to use the basic Asbru Web Content Management System to create and maintain your website.

Part 3 describes how to enable and use the more advanced, optional features.

Part 4 describes how to enable and use the E-Commerce Add-On Module features.

Part 5 describes how to enable and use the Community Add-On Module features.

Part 6 describes how to enable and use the Databases Add-On Module features.

Part 7 describes how to enable and use the Statistics Add-On Module features.

Part 8 describes how to install, configure, develop and use custom / third-party add-on modules and extensions.

Part 9 describes how to enable and use the Hosting Edition features.

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1 Installation and Configuration

Installing and configuring the Asbru Web Content Management system is easy and should take no more than a few minutes if you are familiar with web servers and database servers.

Section 1.1 describes the system requirements and what you need to do and know before you install the Asbru Web Content Management system.

Section 1.2 describes how to download and install the Asbru Web Content Management system program files.

Section 1.3 describes the initial minimal configuration of the Asbru Web Content Management system to get it running on your website with your database.

Section 1.4 describes how to proceed when the Asbru Web Content Management system has been installed and configured.

Section 1.5 describes how to upgrade the Asbru Web Content Management system program files and database to a newer version.

Section 1.6 describes how to translate the Asbru Web Content Management system to other languages than the included default languages and how to use alternative languages.

1.1 System Requirements

The Asbru Web Content Management system is very flexible and unparalleled in that it runs on most major website platforms: operating systems, web servers, programming/scripting languages and database servers. No matter which platform your website runs on it is likely to be supported.

If you need to switch from one platform - such as the combination of Microsoft Windows, Internet Information Server, .NET and Access - to another platform - such as the combination of Unix, Apache, Java Server Pages and Oracle – you can simply move everything and continue to use the Asbru Web Content Management system without purchasing a new web content management system, redeveloping your website and retraining your website administrators.

The Asbru Web Content Management system runs on the following website platforms:

Website Platform Component	Supported Products
Operating System	Microsoft Windows Unix/Linux
Web Server	Microsoft Internet Information Server Apache (+ any standard compliant web server)
Programming / Scripting Language	.NET (2.0 or newer) JSP (with Java 1.4 or newer) PHP (5.x with PHP PEAR DB)
Database Server	Microsoft Access Microsoft SQL Server Oracle Database Server IBM DB2 Universal Database Server

	MySQL Database Server PostgreSQL Database Server
Web Browser (website administrators)	Microsoft Windows Internet Explorer (v4.0 or newer) Mozilla (v1.3 or newer) Mozilla Firefox (v0.7 or newer) Netscape (v7.1 or newer) Safari (v2.0.1 or newer) (+ any standard compliant web browser for standard HTML form textarea content editing) (+WYSIWYG mode content editing through third-party software for other web browsers and operating systems)
Web Browser (website users/visitors)	Any standard compliant web browser

Please note that only recent versions of the website platform software are supported by the Asbru Web Content Management system. You should always make sure to keep your website platform software updated to the latest or at least a recent version to avoid functionality and security problems.

Before installing the Asbru Web Content Management system you should make sure that:

- Your operating system, web server, programming/scripting language, database server, database drivers and web browser are installed and working correctly.

- You have access and permissions to copy files to your web server and your website directory/folder through FTP (File Transfer Protocol) or Microsoft Networking or similar.

- The Asbru Web Content Management system web server process/user has file create and write permissions for the files and folders:
    - /defaults.aspx /defaults.jsp /defaults.php
    - /ini.aspx /ini.jsp /ini.php
    - /webadmin/ini.aspx /webadmin/ini.jsp /webadmin/ini.php
    - /file/
    - /image/
    - /upload/

- An empty database instance is created on your database server with permissions to connect, create/drop tables and create/delete records (unless you plan to use a Microsoft Access database).

- You have the database instance name, username, password and permissions to connect to your database from your website (unless you plan to use a Microsoft Access database).

1.2 Download and Installation

The Asbru Web Content Management system is available for download from the Asbru website (www.asbrusoft.com). The software is available in a variety of packages and formats. Please check the website for details.

The downloaded package is a compressed file archive, which you must uncompress and extract. The package includes a large number of folders and files. Depending on the downloaded package the root folders and files could be:

Root Folders and Files Example			
file	contentitem.jsp	link.aspx	page.aspx
image	contentitem.php	link.jsp	page.jsp
upload	default.gif	link.php	page.php
webadmin	file.aspx	login.aspx	script.aspx
WEB-INF	file.jsp	login.jsp	script.jsp
config.aspx	file.php	login.php	script.php
config.jsp	image.aspx	login_post.aspx	stylesheet.aspx
config.php	image.jsp	login_post.jsp	stylesheet.jsp
contact.aspx	image.php	login_post.php	stylesheet.php
contact.jsp	index.aspx	logout.aspx	template.aspx
contact.php	index.jsp	logout.jsp	template.jsp
contentitem.aspx	index.php	logout.php	template.php

Please note that some of the Asbru Web Content Management system files may be named identically to some of your existing website files in which case your existing files will be overwritten. Please make sure to backup all your existing website files before installing the Asbru Web Content Management system.

The .NET version of the Asbru Web Content Management system includes a minimal "web.config" web server configuration file and a "global.asax" program file. If you have an existing "web.config" web server configuration file or an existing "global.asax" program file you may need to merge these with the Asbru Web Content Management system "web.config" web server configuration file and "global.asax" program file.

To install the Asbru Web Content Management system you must copy all the files and folders including all their files and sub-folders etc. to your website root/home folder on your web server. Your website root/home folder is where your main homepage file is located.

1.2.1 Spell Checking

The Asbru Web Content Management system supports integrated spell checking of web content through the Aspell (aspell.net) spell checking application.

To enable the spell checking functionality you must download and install the Aspell application and dictionaries on your web server. Aspell is free and can be downloaded from aspell.net. Please see the Aspell documentation for details on how to install Aspell.

When Aspell has been installed on your web server you must configure the Asbru Web Content Management system and specify where Aspell is installed on your web server and which dictionaries to use. These are configured in the "config.asp", "config.jsp" and "config.php" files in the "webadmin/webeditor" folder.

You must configure the following variables in the configuration file(s):

spellcheckCommand	The full path and file name of your installed copy of Aspell as well as the Aspell command line parameters to use for spell checking. As default this should be: "C:\Progra~1\Aspell\bin\aspell.exe -a –H"

	for Microsoft Windows and: "/usr/bin/aspell –a –H" or "/usr/local/bin/aspell –a –H" for Linux, Macintosh and Unix. Set this to blank ("") to disable access to spell checking.
spellcheckDictionary	Aspell command line parameter to use to specify which dictionary to use for spell checking. As default this should be: "-d"
spellcheckDictionaries	The dictionaries to be made available to users for spell checking. These must be specified as HTML SELECT OPTION tags. The OPTION values should be Aspell dictionary names such as "en", "en_GB" and "en_US" language/country codes or "english", "british" and "american" language names. Please see the Aspell dictionaries documentation for details.

1.3 Quickstart Configuration

After installing the Asbru Web Content Management system files to your website root/home directory, access your website using your usual website domain name or IP number. If your web server and programming/scripting language is working correctly, you should now automatically get access to the Asbru Web Content Management system's Quickstart Configuration web page.

The Quickstart Configuration web page shows a few simple steps to configure and start using the Asbru Web Content Management system. The next step to be configured is displayed. Please select/enter the requested quickstart configuration details such as the database connection string, license keys, superadmin and contact details and the initial website content.

After completing a step or by selecting Home in the left-hand menu, you return to the Quickstart Configuration web page and continue with the next step.

When the few simple steps have been completed you will see the Asbru Web Content Management main administration page instead of the Quickstart Configuration page.

1.3.1 Server

The Asbru Web Content Management system is a pure web application so it should run on any web server which supports one of the available programming language versions. Apart from that there are only a few "special" requirements. Primarily, that it is installed in the right

location on the web server, and that the Asbru Web Content Management system has permissions to create/write files on the web server.

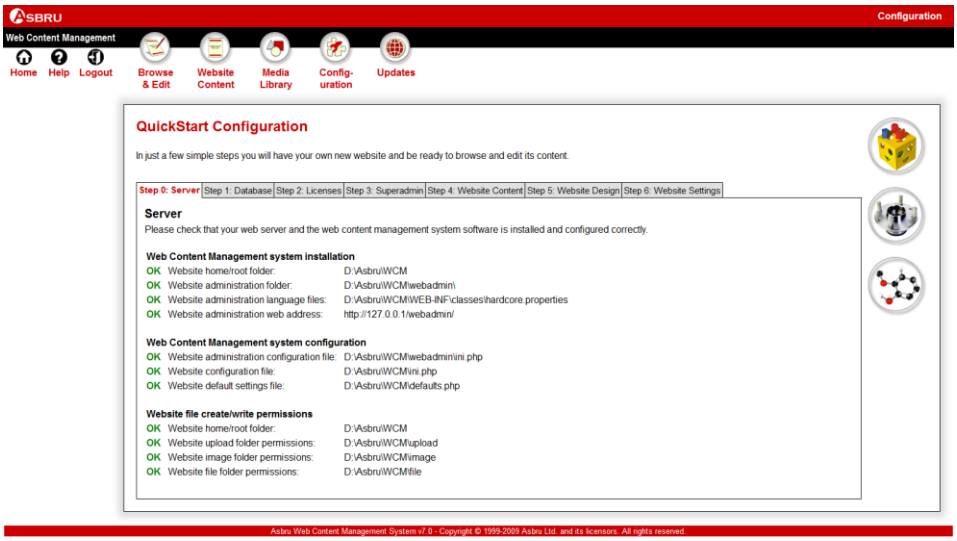
The server quickstart configuration lists and checks a number of different server settings and requirements:

- Web Content Management system installation
  The Asbru Web Content Management system software must be installed in the website's home/root folder - the folder on the web server which your "www.yourwebsite.com" website domain name address points to, so that "http://www.yourwebsite.com/webadmin/" gives access to the web content management system administration web pages.

- Web Content Management system configuration
  The Asbru Web Content Management system uses a number of configuration files, which it must have permission to create and write – at least initially when the web content management system is configured.

- Website file create/write permissions
  The Asbru Web Content Management system must have permissions to create and write files in the "image", "file" and "upload" to be able to upload images and other files to the website. To publish content to user-friendly, static filenames on the website as for example "products.html", the Asbru Web Content Management system must also have permissions to create and write files in the website home/root folder and/or in other folders for content published to static filenames.

If the Asbru Web Content Management system server check reports any errors (in red text), you need to check and modify your web server configuration and/or your installation of the Asbru Web Content Management system. You should also note eventual warnings (in yellow text) of limitations reported by the Web Content Management system server check.



1.3.2 Database

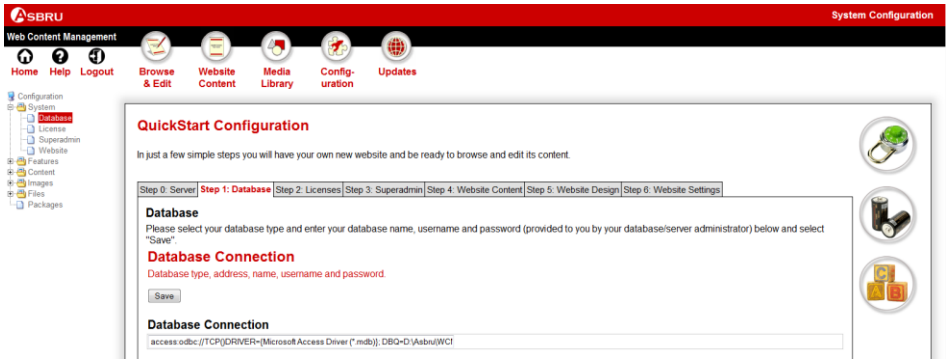
Everything in the Asbru Web Content Management system is database driven. The first essential configuration step is to configure, which database the Asbru Web Content Management system shall use. You must configure your database before using any other features of the Asbru Web Content Management system. Otherwise, anything you do may result in errors or may only be applied to a default temporary database and be lost when you configure your database.

The web content management system needs to be configured with a database connection string which defines the type of database, the name of the database, the location of the database, the method to be used to connect to the database and the username and password to be used to connect to the database.

First, you must create the database to be used by the web content management using your general system / database administration tools, or your database details may be provided to you by your web hosting service provider / system administrator.

The database quickstart configuration lists a number of different database connection options for different types of databases. Select an appropriate option for your database. This will set the database connection string to the correct format for that type of database and database connection. Then modify the database name, address, username and password in the database connection string to match your database details and select Save.

For details on the different database connection options please see the database configuration section of this user guide. Due to system differences the database configuration differs depending on which operating system, programming/scripting language and database product you use for your Asbru Web Content Management system. Please see **Error! Reference ource not found. Error! Reference source not found.**, 2.8.1.1.1.1 Database Connection for .NET, 2.8.1.1.1.2 Database Connection for JSP, or 2.8.1.1.1.3 Database Connection for PHP respectively for the programming/scripting language you use. Please also see 2.8.1.1.1.4 Microsoft Access Database File Configuration for additional information on using a Microsoft Access database file. Finally, please continue with 2.8.1.1.1.5 Database Connection String and 2.8.1.1.2 Initialis.



1.3.3 License

To use the Asbru Web Content Management system you must obtain a license from Asbru (www.asbrusoft.com) and configure your license key(s). The license may also be provided by

your web hosting provider, if they have provided you with the Asbru Web Content Management system.

The Asbru Web Content Management system and licenses are available in different editions with access to different features of the Asbru Web Content Management system.

- Personal
  Single-user system for an individual website administrator to create and manage a small business or personal website.

- Professional
  Full standard system, which supports all business needs for a larger website and multiple website administrators.

- Enterprise
  Extended system, which supports back-end integration with other technical and business systems.

- Hosting
  Internet, Hosting and Application Service Provider system, which supports easy hosting and administration for multiple clients.

A number of Asbru Web Content Management Add-On modules and licenses are also available:

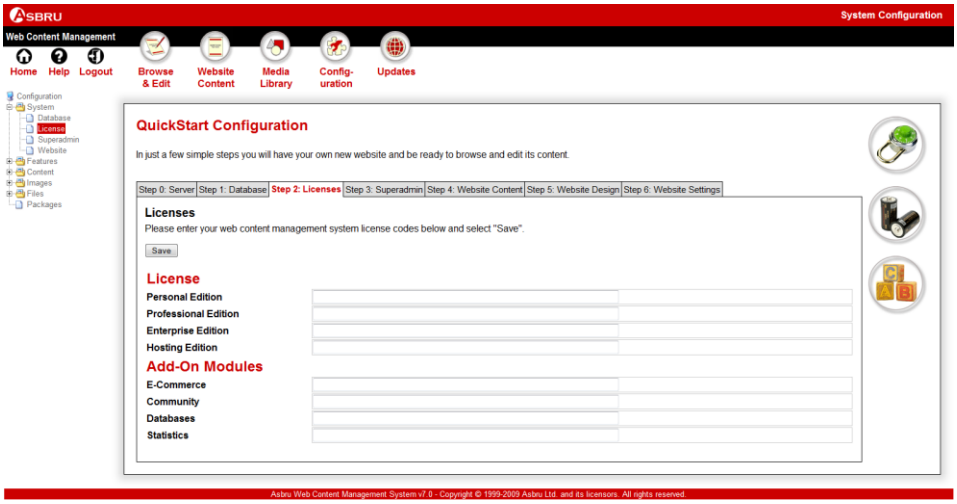
- E-Commerce
  Product catalogue, shopping cart, checkout, payment processing, order confirmation, order notification and order tracking.

- Community
  User registration, personalisation, message board, chat forum, issue tracker, polls, mailing list and communication tools.

- Databases
  Database creation, import/export, synchronisation, database administration and browse & search.

To configure your Asbru Web Content Management system and Add-On modules licenses please copy/enter all the license codes provided by Asbru into the appropriate fields and select Save.

If you get an error when you select Save please check the license codes and try again.



1.3.4 Superadmin

The Asbru Web Content Management superadmin is your main website administrator with special permissions and access to configure your system.

A username and password as well as an e-mail address must be configured for your superadmin website administrator. As default the superadmin username and password is configured to “admin” and “admin”. You should change the password to something else or anyone can easily get unauthorised access to manage your website.

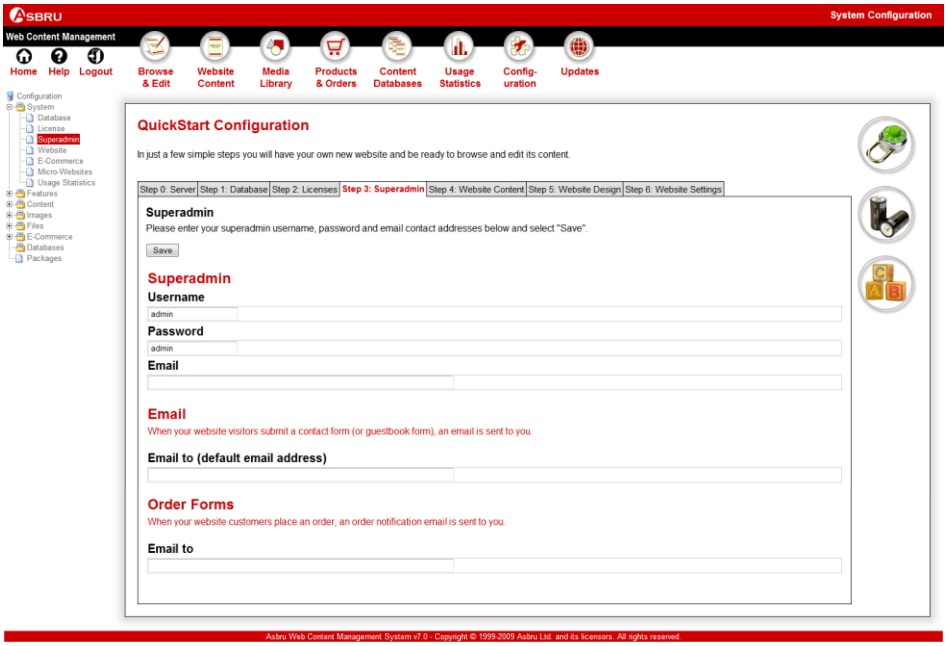
It is important that you remember your superadmin username and password or you may not be able to get access to the Asbru Web Content Management system and to manage your website.

As a safeguard you should also configure a working e-mail address for your superadmin website administrator and remember to update it if it changes. If you loose your superadmin username and password the only easy way to retrieve them is to have them e-mailed to the configured superadmin e-mail address. Otherwise, you will have to access your database directly and manually to reset or retrieve the superadmin username and password.

An additional email address to which your website contact forms etc. are sent to as default should also be configured.

If you are using the E-Commerce Add-On module an additional email address to which your website orders etc. are sent to as default should also be configured.

To configure your Asbru Web Content Management system superadmin and email addresses please enter your preferred username, password and e-mail addresses and select Save.



1.3.5 Website Content

To get you started quickly with your website you can import your existing HTML file-based website or import one of a number of different example and quickstart websites included with the Asbru Web Content Management system.

Later, you can reimport your existing HTML file-based website or an example/quickstart website through the Database Configuration web content administration pages (Please see 2.8.1.1.2 Initialise & Import for details).

1.3.5.1 Import Existing Website

If you have an existing HTML file-based website you can select the “Import your existing website” option. Then you can select an “Editable region for page title” and an “Editable region for page content”. If your existing website’s HTML files are created using Dreamweaver templates a number of different “editable regions” extracted from your website HTML files may be listed and you should select which (if any) of your editable regions contains your web pages’ title and which (if any) of your editable regions contains your web pages’ primary content. Otherwise you should simply choose the default “none“ and “all” options. Finally, select “Initialize & Import Website” to import your existing website HTML files.

The web content management system will then analyze and import “.dwt” files, “.html”/”,htm” files, images and other files on your website.

Each of your “.html”/”.htm” files will be stripped of any other content than the region selected below and will be imported as a “page” in the web content management system. If there is an “index.html” file in the website home/root folder this page will become the “Default Page (Homepage)” in the web content management system.

If there are “.dwt” files on your website they will be imported as “templates” in the web

content management system and these templates will be used for the “pages” created from your “.html”/”.htm” website files. If there are any additional regions in your “.dwt” files they will be imported as “classes”/”elements” in the web content management system.

1.3.5.2 Import Example/Quickstart Website

Alternatively, the available example and quickstart websites are listed. Some of the listed example and quickstart websites may be disabled and greyed out depending on your configured license keys.

- Company / Family / Organisation / Personal / Teacher / Team
  A number of basic quickstart websites for different types of users. This is the recommended option for you to get started quickly. Simply update the pre-defined quickstart website pages and add your own additional website pages and images etc.

- Basic
  A blank website with pre-created and pre-configured Special Pages. This is the recommended option for you to create your own website from scratch.

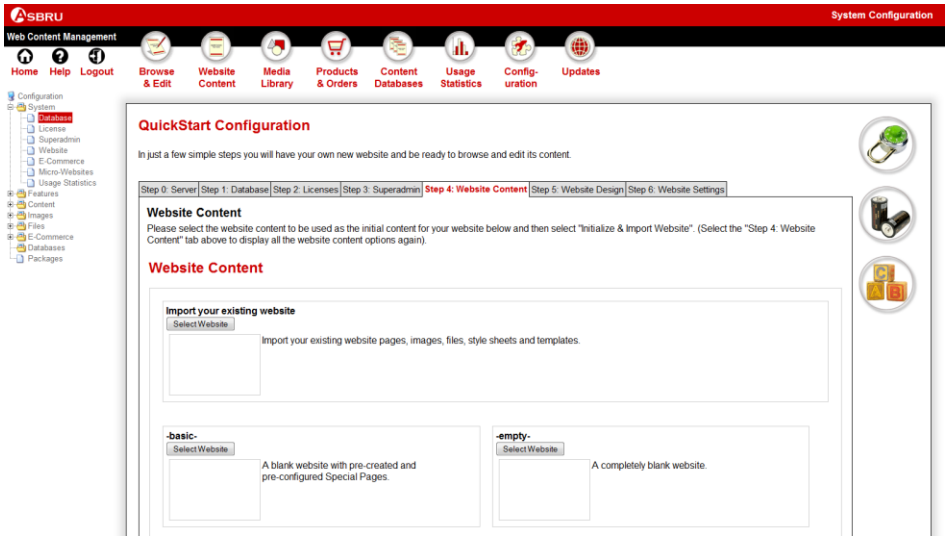
- Empty
  A completely blank website for you to create everything from scratch including all required Special Pages. (Usually the “Basic” website should be used instead of the “Empty” website).

- Eagle Golf
  Advanced example websites using a wide selection of the web content management system functionality. A number of different Eagle Golf example websites for the different editions of the Asbru Web Content Management system are available.

To initialise your website content please select the “Select Website” button for one of the listed example and quickstart websites and select the “Initialise & Import Website” button to confirm the website content initialisation (or select the “Step 4: Website Content” tab to list all the available example and quickstart website options again).

This will import the selected website content data into the web content management system database. This may take a few minutes or several minutes to complete. Database import progress information is displayed in your web browser.

If your database initialisation did not complete successfully, you need to reinitialise your database. Please repeat the database initialisation steps as described above or as described in detail in the 2.8.1.1 Database section. If your imported website content is relatively large and/or your database server is relatively slow at importing the data your web server may "timeout" before the database import is completed, and you may need to increase the resources available to the website content import. Please see 2.8.1.1.8 Advanced Import for details.



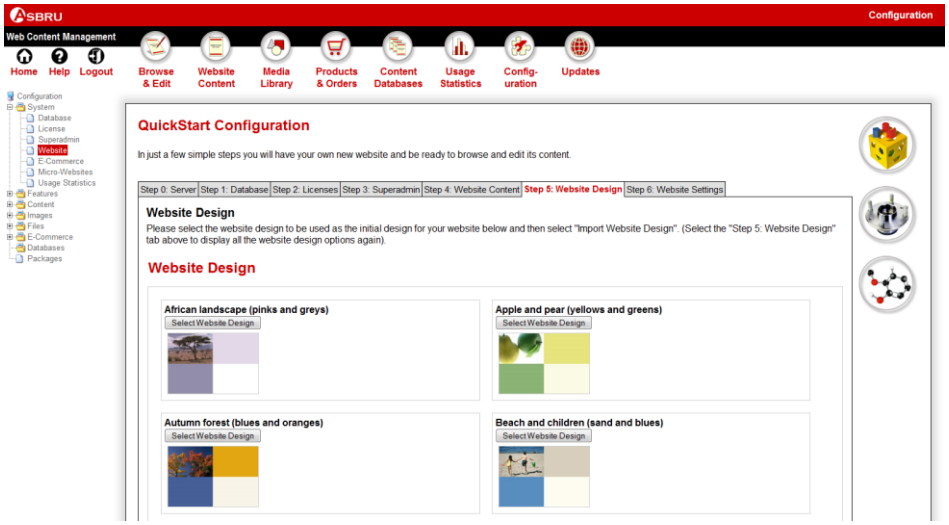
1.3.6 Website Design

To get you started quickly with your website a number of different quickstart website designs are included with the Asbru Web Content Management system. The available quickstart website designs are listed.

Please note that your selected/imported Website Content example/quickstart website may also already have imported a website design in which case this final Website Design quickstart configuration step will be skipped.

To import your website design please select the “Select Website Design” button for one of the listed website designs and select the “Import Website Design” button to confirm the website design import (or select the “Step 5: Website Design” tab to list all the available website design options again).

This will import the selected website design data into the web content management system database. This should only take a few seconds or a few minutes to complete. Database import progress information is displayed in your web browser.

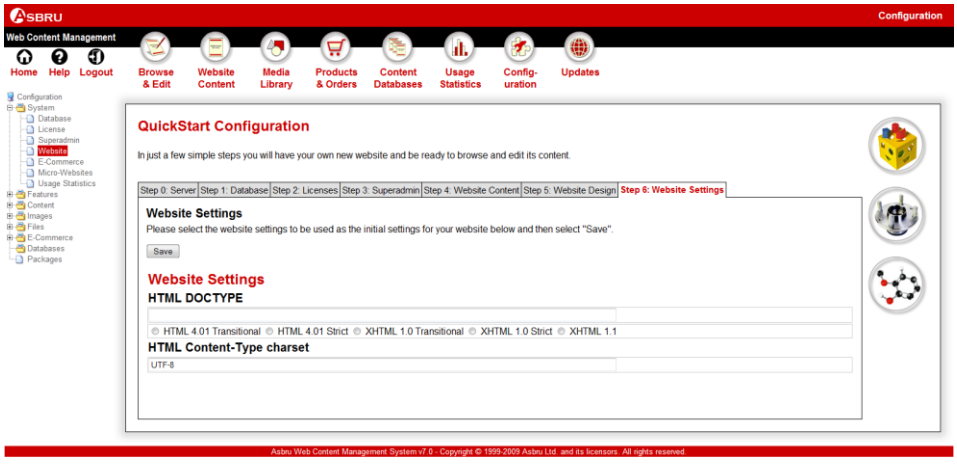


1.3.7 Website Settings

Finally, you can adjust a number of website settings.

The basic website settings are two special HTML headers, which tells web browsers which version of HTML code and which character set encoding you are using for your website. If you do not have any preferences for this, simply leave the “HTML DOCTYPE” blank or select the “HTML 4.01 Transitional” option, and set the “HTML Content-Type charset” to the default “UTF-8”.

A number of additional website settings may also be listed depending on your imported Website Content and Website Design.



1.4 Installed and Configured

Once you have configured the database, license, superadmin, website content and website design as described in the previous sections, you are ready to start using the Asbru Web Content Management system.

There are many further configuration options to customise the Asbru Web Content Management system and to enable additional features to suit your requirements. You can reconfigure the Asbru Web Content Management system and enable or disable features at any time – even after using the system extensively, so there is no need to enable features until you actually need them. Please see 2.8 Configuration and 3 Advanced Web Content Management for details.

Initially, we recommend you to use the basic web content management features to get familiar with the basics, which are described in the next chapter.

When you configured and initialised the Asbru Web Content Management database, you were automatically "logged in" as the superadmin website administrator. Before continuing with the next chapter, please "logout" by selecting the "Logout" link in the top-right hand corner of the Asbru Web Content Management administration web page.

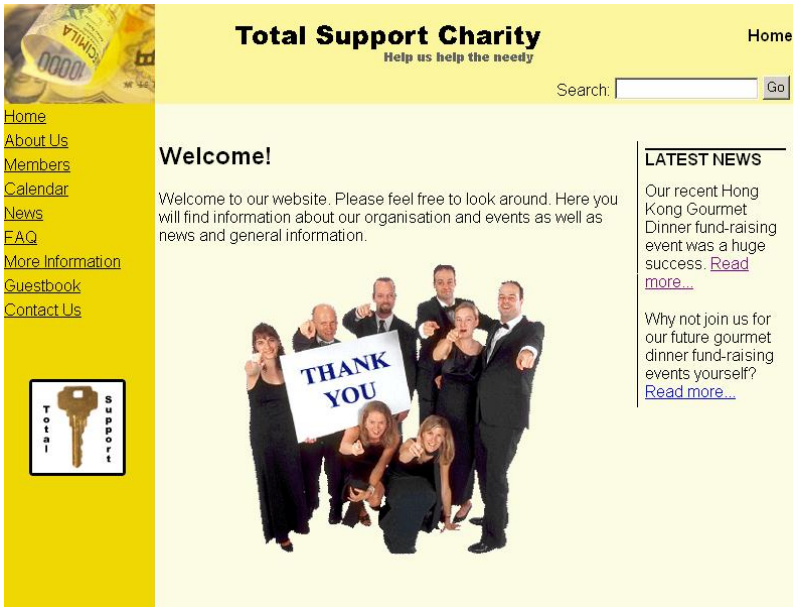
When you logout you will see your new example website homepage. Please take a quick look at it and the other example pages of your new website before continuing with the next chapter.

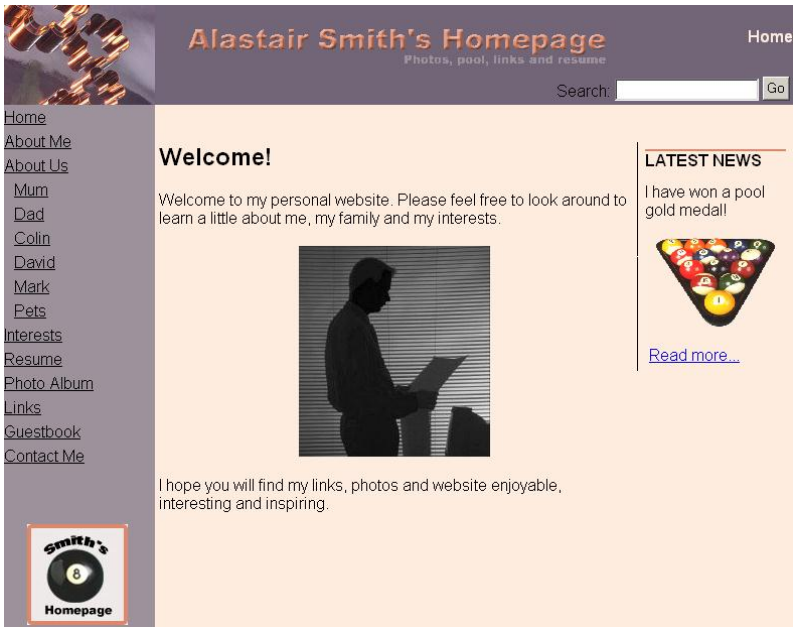
Eagle Golf Hotel
GOLF, LUXURY AND AMBIENCE
GUESTBOOK
MEMBERS
NEWS
CONTACT US
SEARCH
Eagle Golf Hotel
Welcome
Rooms
Facilities
Rates
Reservations
Special Offers
Location
Partner Extranet
Employee Intranet
Spring Offer
£79,-
Imaginative Cocktails
Welcome!
Eagle Hotel is a hotel in a superb 17th Century house built as the home of the 3rd Earl of Ladegaard. The charismatic 3rd Earl of Ladegaard lived here for more than 40 years until his death in 1705. The 17th Century house has been in the Ladegaard family ever since. In 1869 the house was beautifully restored and opened as a luxury hotel and you can now enjoy the truly magnificent surroundings of the house.
We invite you to stay at Eagle Hotel where a warm welcome awaits you. Our friendly staff will do their very best to ensure that your stay here will be an oasis of calm and relaxation. We hope you will enjoy your stay!
News
09.12 Celebrity chef Francois Curie visiting.
25.11 State-of-the-art multimedia now in all rooms.
17.10 Valentines packages now on sale.
Members Zone
Join or Login
Special Offers
Golf Resources
This is an example website, which shows the features of the HardCore Web Content Management System. Login to administrate the website HERE.

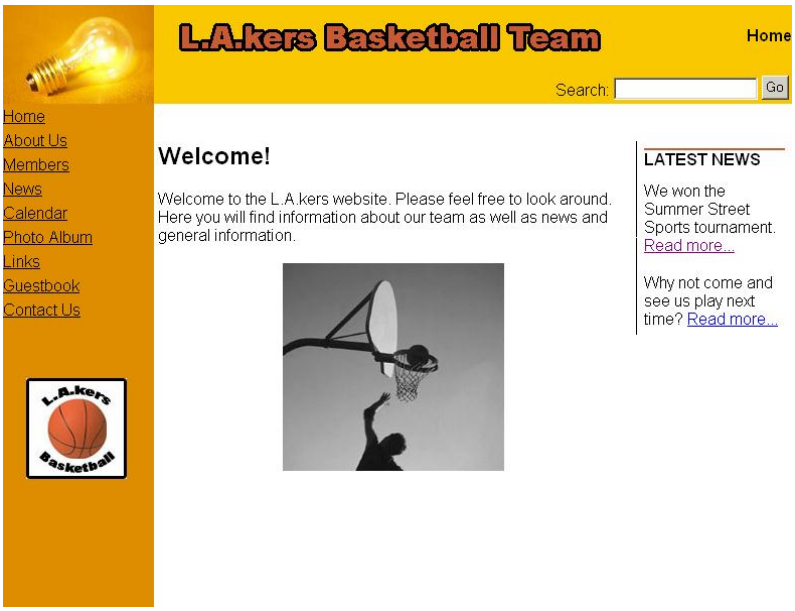
Eagle Golf
THE WORLD OF GOLF
Eagle Golf Hotel
Hotel Rates
Reservations
Special Offers
Location
Eagle Golf Shop
Buy Clubs
Buy Bags
Buy Shoes
Buy Clothing
Partner Extranet
Employee Intranet
Eagle Golf Hotel
Eagle Golf Hotel is a hotel and golf resort based around a superb 17th Century house built as the home of the 3rd Earl of Ladegaard.
More about Eagle Golf Hotel.
Eagle Golf Shop
Eagle Golf Shop is an online shop where you can order golf items such as clubs, accessories and bags for delivery directly to your door.
More about Eagle Golf Shop.
News
09.12 Celebrity chef Francois Curie visiting.
25.11 State-of-the-art multimedia now in all rooms.
17.10 Valentines packages now on sale.
This is an example website, which shows the features of the HardCore Web Content Management System. Login to administrate the website HERE.

Classic Cars 250 Ltd
Sales, repair, restoration and service
Home
Search:
Go
Home
About Us
News
Products
Services
References
FAQ
More Information
Guestbook
Contact Us
Classic Cars 250
Welcome to the website for Classic Cars 250. We specialise in restoration and repair of classic and collectible cars and are renowned for high quality. Please feel free to browse our website. Here you will find information about our products and services as well as news and general information.
LATEST NEWS
Come and join us for our 10th Anniversary party next weekend. Read more...
CURRENT OFFERS
3 very special classic cars available now. Read more...

The Johnson Family
Pictures and links
Home
Search:
Go
Home
About Us
Mum
Dad
Jane
Kate
Peter
Pets
Photo Album
Links
Guestbook
Contact Us
Johnson
Family
Welcome!
Welcome to the Johnson family website. We are a family of five from Scotland, United Kingdom who enjoy travelling and animals.
Please feel free to look around to learn a little about us and take a look at our photo album and links.
LATEST NEWS
See the photos from our recent trip to Paris.
View pictures...


Total Support Charity
Help us help the needy
Home
Search:
Go
Home
About Us
Members
Calendar
News
FAQ
More Information
Guestbook
Contact Us
Total Support
Welcome!
Welcome to our website. Please feel free to look around. Here you will find information about our organisation and events as well as news and general information.
THANK YOU
LATEST NEWS
Our recent Hong Kong Gourmet Dinner fund-raising event was a huge success. Read more...
Why not join us for our future gourmet dinner fund-raising events yourself? Read more...


Alastair Smith's Homepage
Photos, pool, links and resume
Home
Search:
Go
Home
About Me
About Us
Mum
Dad
Colin
David
Mark
Pets
Interests
Resume
Photo Album
Links
Guestbook
Contact Me
Smith's
Homepage
Welcome!
Welcome to my personal website. Please feel free to look around to learn a little about me, my family and my interests.
I hope you will find my links, photos and website enjoyable, interesting and inspiring.
LATEST NEWS
I have won a pool gold medal!
Read more...



1.5 Upgrades

The Asbru Web Content Management system is improved and extended, continuously, and new releases may be made available for download from the Asbru website (www.asbrusoft.com).

The current version of the Asbru Web Content Management system is displayed in the footer at the bottom of all the web content management system administration pages for v6.3 or newer. (For older versions the current version number is not visible on the web content management system administration pages, but it can be identified by the web content editor version number displayed at the bottom of the web content editor help pop-up window).

This section describes the general procedure for upgrading the Asbru Web Content Management system. However, the upgrade procedure may vary for some releases. Please make sure to read and follow any special upgrade instructions on the Asbru website.

Upgrading the Asbru Web Content Management should usually never cause any of your website content and other data to be modified or deleted. However, before upgrading the Asbru Web Content Management you should always make a backup copy of your existing program files, data files and database, which you can restore if anything goes wrong with the upgrade.

To download and install a new release of the Asbru Web Content Management system, simply download a package in an appropriate format, unpack it and copy it to your website folder in a similar way to your initial installation. The program files in the new release should replace your existing program files – except for a few files. When upgrading you should not replace but keep your existing files of the following (located in the root folder of your website):

ini.asp and/or ini.jsp and/or ini.php
defaults.asp and/or defaults.jsp and/or defaults.php

These files contain settings for your website. If you accidentally replace these files, your website may behave erroneously. However, your website settings are not lost but can and should be restored by opening the following web address in your web browser:

http://127.0.0.1/webadmin/database/upgrade.asp

if you are using the ASP version of the Asbru Web Content Management system, or:

http://127.0.0.1/webadmin/database/upgrade.jsp

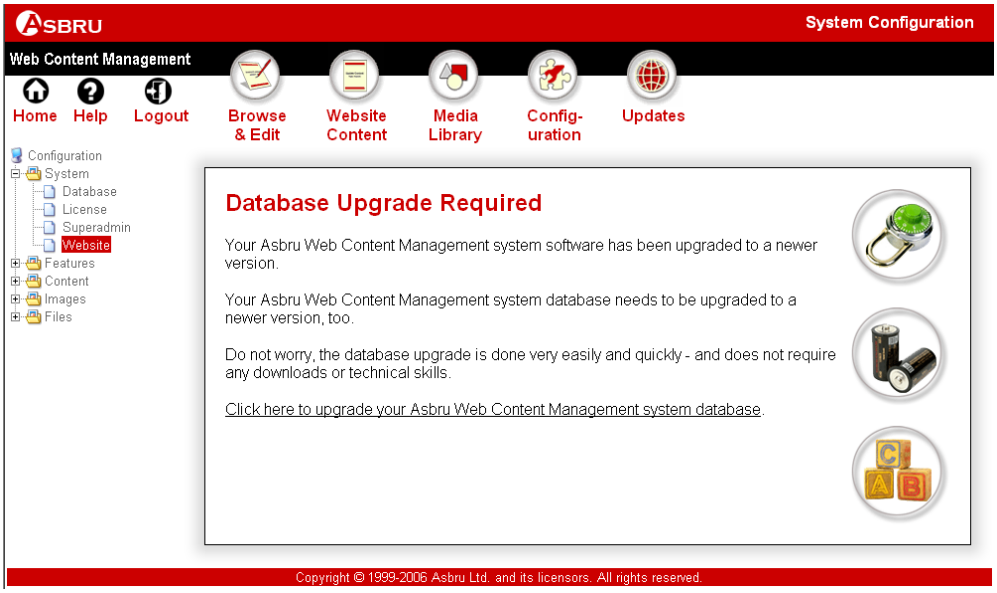
if you are using the JSP version of the Asbru Web Content Management system, or:

http://127.0.0.1/webadmin/database/upgrade.php

if you are using the PHP version of the Asbru Web Content Management system.
Please note that you must replace “127.0.0.1” with your own website address, and that “log in” using the superadmin administrator username and password for your website is required.

Immediately, after installing a new release of the Asbru Web Content Management system, you should always “log in” as the superadmin website administrator.

New releases of the Asbru Web Content Management system may require you to upgrade your database model. When you “log in” as the superadmin website administrator after installing a new release of the Asbru Web Content Management system, you may be presented with a “database upgrade required” message. Simply select the provided link to upgrade your database, which is done automatically.



1.6 Internationalisation

The Asbru Web Content Management system supports internationalisation with translations of all text to other languages than the default (English) and automatic detection of each website administrator's language preferences.

1.6.1 Asbru Web Content Management system texts

All texts in the Asbru Web Content Management system are located in the "/WEB-INF/classes/hardcore.properties" file. This file contains the default texts used if no specific language is selected and available.

Additional language files can be created with translations of all texts to other languages. As default a Danish language translation file is included. The "/WEB-INF/classes/hardcore_da.properties" file contains all texts in the Asbru Web Content Management system translated to Danish.

To add support for other languages, simply copy the "/WEB-INF/classes/hardcore.properties" file and translate its contents. The copied file must be named "/WEB-INF/classes/hardcore_xx.properties" where "xx" is the ISO 639 language code such as:

- ar – Arabic
- de – German
- en – English
- es – Spanish
- fr – French
- ja – Japanese
- zh – Chinese

Additional language files for language variations can be created with translations for individual countries. To add support for language variations, simply copy the "/WEB-

INF/classes/hardcore.properties" file or another language file and translate its contents. The copied file must be named "/WEB-INF/classes/hardcore_xx_YY.properties" where "xx" is the ISO 639 language code as described above and where "YY" is the ISO 3166 country code such as:

- AU – Australia
- CA – Canada
- GB – United Kingdom
- US – United States

To change the default language, simply replace the default English "/WEB-INF/classes/hardcore.properties" file with a copy of another language file.

1.6.2 Asbru Web Content Editor texts

All texts in the Asbru Web Content Editor are located in the "/webadmin/webeditor/properties.js" file. This file contains the default texts used if no specific language is selected and available.

Additional language files can be created with translations of all texts to other languages. As default a Danish language translation file is included. The "/webadmin/webeditor/properties_da.js" file contains all texts in the Asbru Web Content Editor translated to Danish.

To add support for other languages, simply copy the "/webadmin/webeditor/properties.js" file and translate its contents (and add the language to the "/webadmin/webeditor/webeditor.properties.js" as described below). The copied file must be named "/webadmin/webeditor/properties_xx.js" where "xx" is the ISO 639 language code such as:

- ar – Arabic
- de – German
- en – English
- es – Spanish
- fr – French
- ja – Japanese
- zh - Chinese

Additional language files for language variations can be created with translations for individual countries. To add support for language variations, simply copy the "/webadmin/webeditor/properties.js" file or another language file and translate its contents. The copied file must be named "/webadmin/webeditor/properties_xx_YY.js" where "xx" is the ISO 639 language code as described above and where "YY" is the ISO 3166 country code such as:

- AU – Australia
- CA – Canada
- GB – United Kingdom
- US – United States

To change the default language, simply replace the default English "/webadmin/webeditor/properties.js" file with a copy of another language file.

To add support for new language files, the "/webadmin/webeditor/webeditor.properties.js" file must be modified. Add the language/country code to the following line at the top of the file:

```
var webeditor_languages = "|da|en|";
```

To add support for a new language file name "/webadmin/webeditor/properties_xx.js" modify the line to:

```
var webeditor_languages = "|da|en|xx|";
```

To add support for a new language file name "/webadmin/webeditor/properties_xx_YY.js" modify the line to:

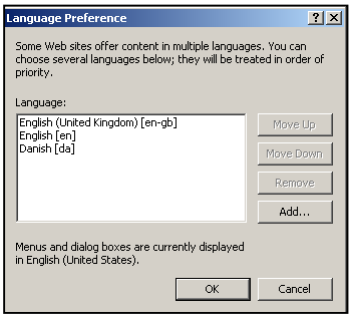
```
var webeditor_languages = "|da|en|xx_YY|";
```

The language/country codes must be separated and enclosed by | characters.

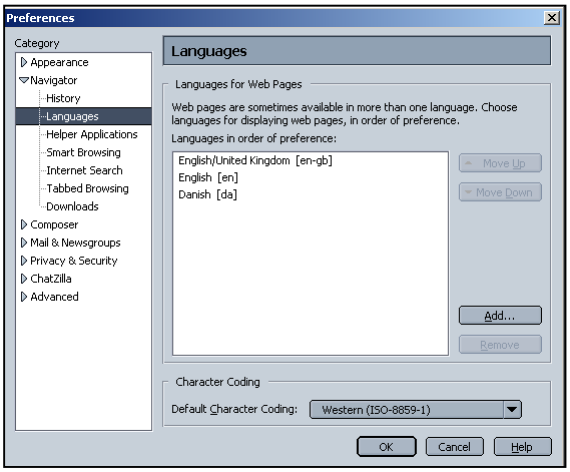
1.6.3 Website Administrator Language Preferences

The language used by the Asbru Web Content Management is selected by each individual website administrator through his/her web browser's language preferences settings.

In Microsoft Internet Explorer language preferences can be selected through the Tools – Internet Options – General – Languages menu/window. Please see the Microsoft Internet Explorer documentation for details.



In Mozilla language preferences can be selected through the Edit – Preferences – Navigator – Languages menu/window. Please see the Mozilla documentation for details.



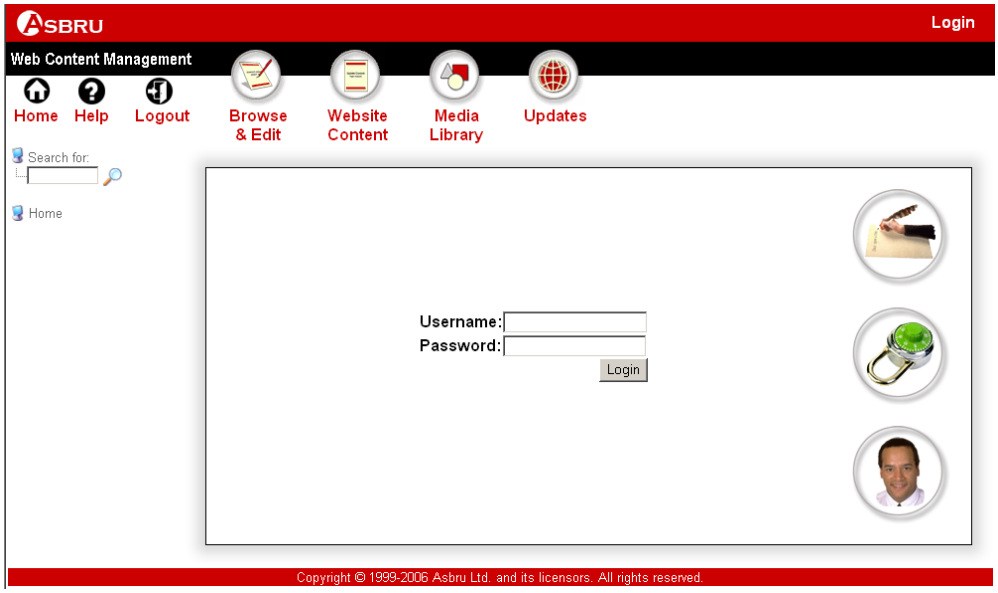
The Asbru Web Content Management system will detect the selected web browser language preferences and use one of the selected languages if available. If none of the selected languages are available the default language will be used.

2 Basic Web Content Management

2.1 Login

To access the Asbru Web Content Management system to manage your website you must open your usual website address followed by "/webadmin/". For example, if you usually access your website using the address "http://127.0.0.1", you must use the address "http://127.0.0.1/webadmin/" to access the Asbru Web Content Management system.

When accessing the Asbru Web Content Management system you must first authenticate yourself using the configured superadmin or another configured website administrator username and password to login. Please note that you must enter the username and password exactly as configured with lowercase/uppercase, spacing and punctuation etc.



2.1.1 Logout

After a successful login you have access to the Asbru Web Content Management system for your website – and so has anybody else with access to your computer. Before leaving your computer for a longer or shorter period of time you should logout from the Asbru Web Content Management system to prevent others from using it to make changes to your website. This is especially important if you use a computer which other people have access to.

To logout from the Asbru Web Content Management system, please select the "Logout" link in the top-left hand corner of the Asbru Web Content Management administration and Browse & Edit pages. After logging out you will see your website homepage.

You will also be logged out automatically after some time depending on the configuration of your web server. Technically, your login/logout is controlled through so-called "session variables" on your web server. Your web server may be configured to automatically expire session variables after anything from a few minutes to a few days.

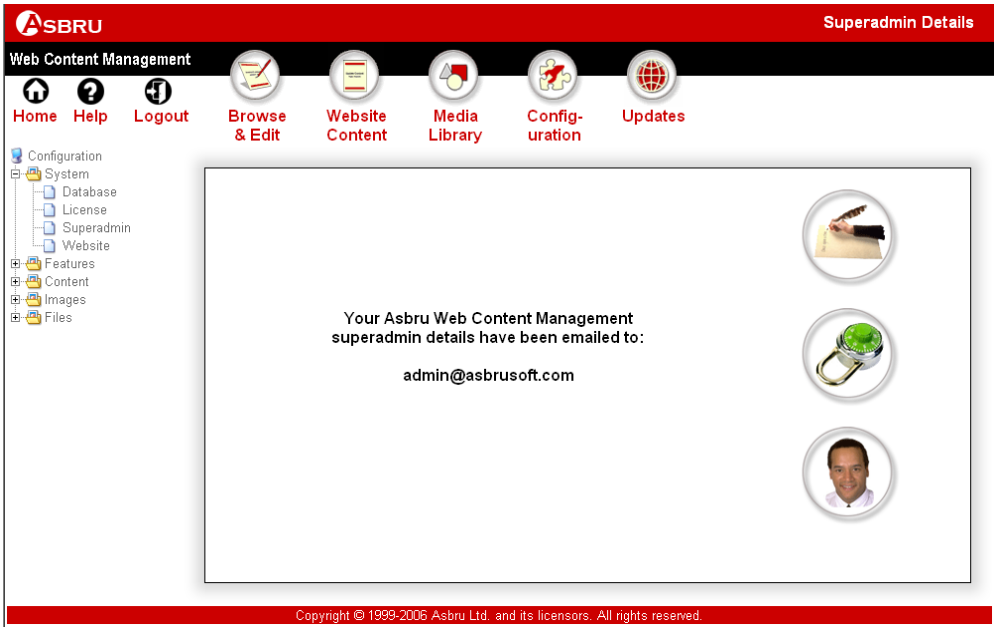
Please note that you will need to login again if your web server session variables and thus your login expire while you are using the Asbru Web Content Management system. E.g. if you are using a long time to edit the content of one of your web pages and your login expires before you save, your changes will be lost. If you experience this problem you should make sure to save your work regularly. Alternatively you can ask your web hosting provider to "increase the web server session variable expiration time". Usually your web server configuration should be fine, but occasionally it may have been configured to expire session variables after just a few minutes.

2.1.2 Retrieve superadmin username and password

You should make sure not to forget and loose your superadmin username and password, which are essential to get full access to the Asbru Web Content Management system for your website.

However, if you do forget and loose your superadmin username and password you will be able to retrieve it if you have configured a working superadmin e-mail address.

To retrieve a forgotten and lost superadmin username and password you must open your usual website address followed by "/webadmin/password/". For example, if you usually access your website using the address "http://127.0.0.1", you must use the address "http://127.0.0.1/webadmin/password/" to have your superadmin username and password e-mailed to your configured superadmin e-mail address.



If you have forgotten and lost your superadmin username and password and your configured superadmin e-mail address is not configured or is not working, there is no other easy way to retrieve your superadmin username and password.

Alternatively, you must access your Asbru Web Content Management database manually and reset the superadmin username and password to the default "admin" and "admin" using the following SQL database command statements:

DELETE * FROM config WHERE configname='superadmin';
DELETE * FROM config WHERE configname='superadmin_password';

WARNING: This requires specialist technical knowledge and errors may cause loss of part of or all of your website content etc. Please do not loose your superadmin username and password.

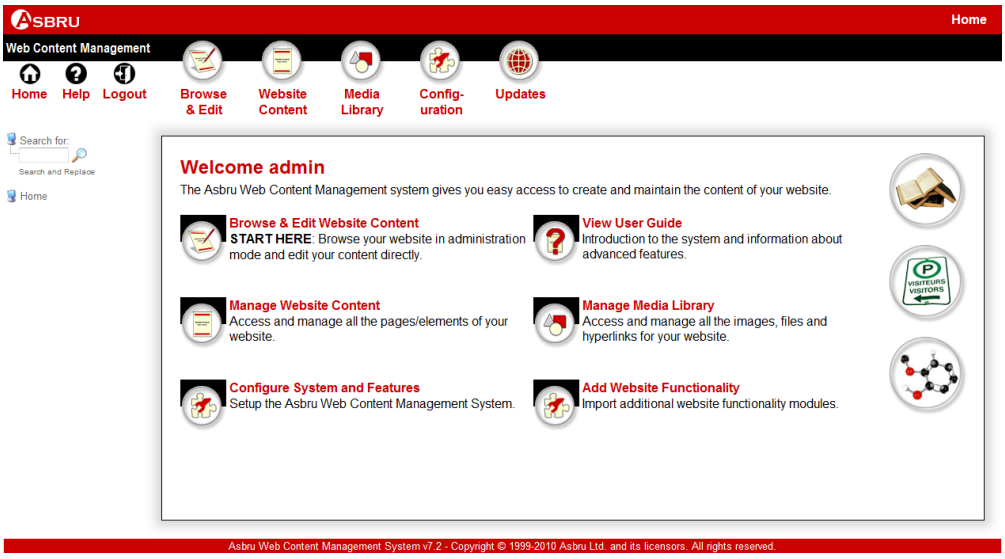
2.2 Home

After a successful login to the Asbru Web Content Management system you will see the main administration page. At the top of the main administration page there is a toolbar, which gives you access to the different sections of the Asbru Web Content Management system:

- Home – return to the main administration page.
- Help – opens a separate web browser window with access to the Asbru Web Content Management Getting Started tutorial and this user guide.
- Logout – exit the Asbru Web Content Management system and return to your website homepage as an ordinary website visitor.
- Browse & Edit - an easy way to manage the content of your website simply by browsing your website in administration mode and editing the Pages and Elements of your website.
- Website Content – full access to manage the Pages, Elements, Templates and Style Sheets of your website through the content administration pages.
- Media Library – full access to manage the Images, downloadable Files and frequently used Links of your website through the library administration pages.
- User Database (if enabled) – manage the website administrators and registered users of your website through the user administration pages.
- Configuration – re-configure your Asbru Web Content Management and website settings and enable/disable advanced web content management features.
- Hosting Clients – manage separate websites for hosting clients with full access to the Asbru Web Content Management system for their own websites. (Hosting Edition only – Please see 9 Hosting Edition for details).
- Updates – displays Asbru Web Content Management system software updates and support services from the Asbru Ltd website.
- Search For - finds all content items in the content administration and library administration, which contain the entered search words. (Or of the user database administration is selected, Search For finds users instead of content items).
- Search And Replace - finds all content items in the content administration and library administration, which contain the entered search words, and gives access to advanced

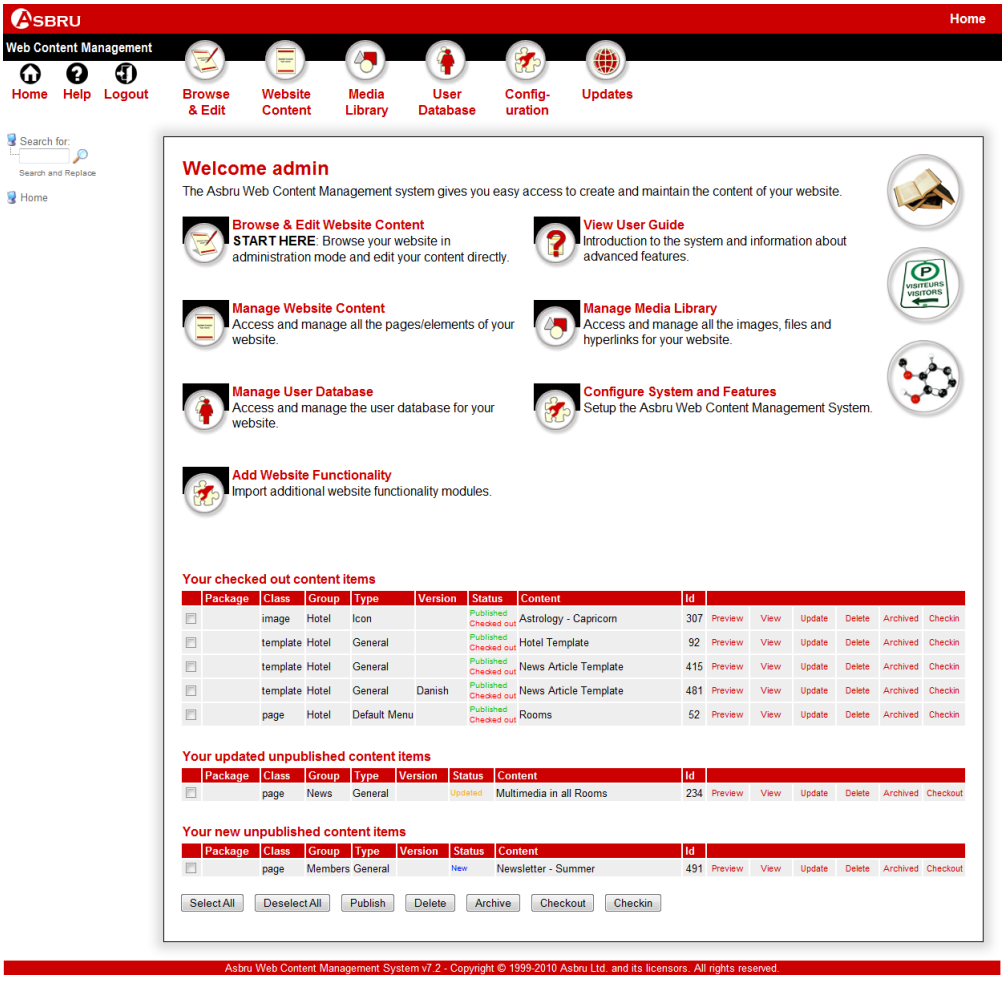
search functionality as well as search and replace functionality. (Please see 2.2.2 Advanced Search And Replace for details).

Please see the following sections for details on the administration pages.



2.2.1 Personal Workspace

At the bottom of the main administration page you may also have access to your Personal Workspace listing content items, which you are currently working on, and content items, which you may need to publish. Please see 3.6.6 Personal Workspace with Publishing and 3.16.3 Personal Workspace With Checkout/Checkin for details on how to enable your Personal Workspace.



2.2.2 Advanced Search And Replace

Selecting the “Search and Replace” link on the administration pages gives access to advanced search as well as search and replace functionality.

As default the Content attribute of content items is searched for the entered search word/phrase and the matching content items are listed. Alternatively, another content item attribute can be selected in the Search drop-down select-box and searched: Title, Content, Summary, Description, Keywords, Meta Information and HTML HEAD code.

The search (and replace) can also be limited to a specific class, group, type and version of content using the Class, Group, Type and Version drop-down select-boxes.

This can simply be used as advanced search functionality to find and view, update and delete the listed content items.

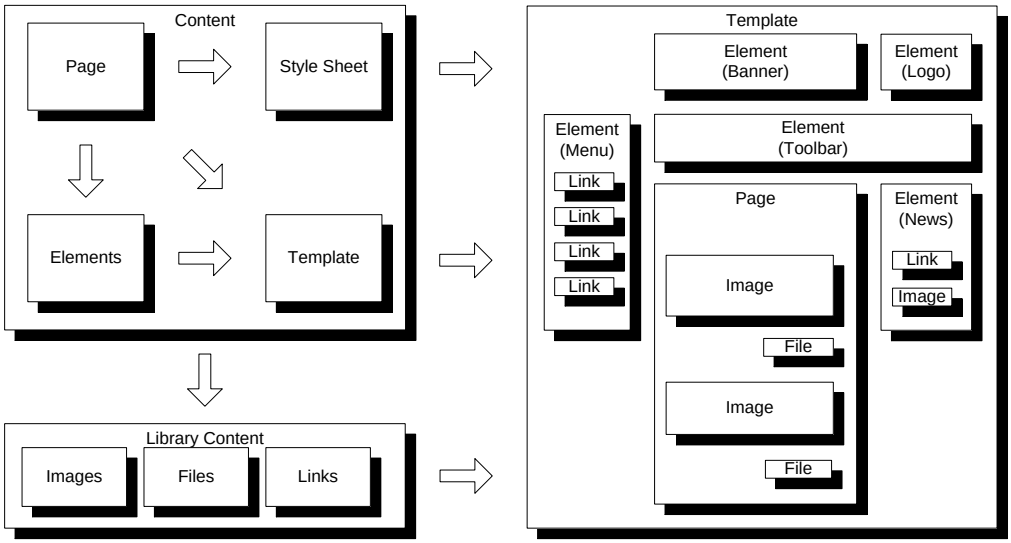
Optionally, the searched for text can also be replaced with the text entered into the “replace it with the text” input field.

Two “Replace” and “With” columns are displayed for the listed content items. The “Replace” column displays the searched for text in context of its surrounding text. The “With” column displays the searched for text replaced with the entered replacement text in context of its surrounding text. The same content item will be listed multiple times if the searched for text occurs multiple times in the content.

To actually do the search and replace for the listed content items, the checkbox to the left of each listed content item must be selected and the “Replace” button must be selected. Please note that if the searched for text occurs multiple times for the same content item and their contexts overlap, only one of the occurrences may actually be replaced, and the search and replace may have to be repeated multiple times to replace all occurrences. (Technically, the search and replace is not done for the entered search and replace words/phrases but for their expanded contexts to prevent unintended replacements such as for example replacing special HTML code names).

2.3 Term Definitions

The term Content as used in the Asbru Web Content Management system is any type of item of a web page. A web page is composed of various content items as illustrated in the diagram below.



In the diagram above Page, Elements, Template, Style Sheet, Images, Files and Links are all different classes of content items. In the Asbru Web Content Management system the content is divided into Content and Library content. Content includes Pages, Elements, Templates and Style Sheets. Library content includes Images, Files and Links. All of these different content items are combined into a web page as viewed on your website.

2.3.1 Pages

The primary Content item in the Asbru Web Content Management system is a Page, which consists of formatted text and may include images, files and links. A web page as viewed by a visitor to your website consists of the Page content combined with other content items as described in the following sections. The Page content is the primary content of a web page and what distinguishes the web page from other web pages on your web site. The Page content is probably the reason why the user is interested in viewing the web page.

2.3.2 Elements

For most websites there is usually content items such as a website navigation menus, toolbars, news and banners etc., which will appear on all web pages, but in different shapes in different areas of the website. The Asbru Web Content Management system gives you a structured framework for handling such content items in the form of Elements. Elements consist of formatted text and may include images, files and links just like Pages.

Elements are a flexible and efficient way to define, create and update content that is managed as separate content items and used repeatedly on you website pages. Elements are also used to define different parts of a website page that are managed by different website administrators with different website administrator permissions.

2.3.3 Templates

Usually, the pages on a website have a common page layout and graphic design with common images, text, menus etc.

Templates define such common characteristics of pages so that a consistent layout and graphic design can be applied to related and similar web pages. A single Template may be

used for all your website pages or any number of different Templates may be used for different sections / classes / types / groups of your website pages.

Templates consist of formatted text and may include images, files and links just like Pages and Elements. Additionally, Templates also include simple special codes, which define where and how Page content and Elements contents are to be inserted into the Template when a web page is viewed.

Templates are a flexible and efficient way to manage the overall page layout and graphic design. Updating a Template automatically and instantly updates the page layout and graphic design of all your website pages which use the Template. This makes it very easy and efficient to make general changes to all or sections / classes / types / groups of your website pages.

2.3.4 Style Sheets

Usually, the pages on a website also have a common text style for similar classes of textual content such as headings and general text etc.

Style Sheets define such common characteristics of pages so that consistent text styles can be applied to related and similar text classes. A single Style Sheet may be used for all your website pages or any number of different Style Sheets may be used for different sections / classes / types / groups of your website pages.

Style Sheets consist of special codes, which define text classes and their presentation characteristics.

Style Sheets are a flexible and efficient way to manage the overall style and presentation of text. Updating a Style Sheet automatically and instantly updates the style of all your website pages which use the Style Sheet. This makes it very easy and efficient to make general text style changes to all or sections / classes / types / groups of your website pages.

2.3.5 Scripts

Optionally, your website pages may use Javascript programming for enhanced visual effects and presentation of content, and for advanced interactive website functionality.

Scripts define such Javascript program libraries and functions, which you can then easily select to use on your various website pages and templates.

Technically, scripts will be loaded/included in the HTML HEAD of your website pages and you can use standard Javascript “<script>...</script>” code on your website pages/templates to call the included Javascript program libraries and functions etc.

2.3.6 Packages

Packages are simply collections of related content items, which you may want to manage together.

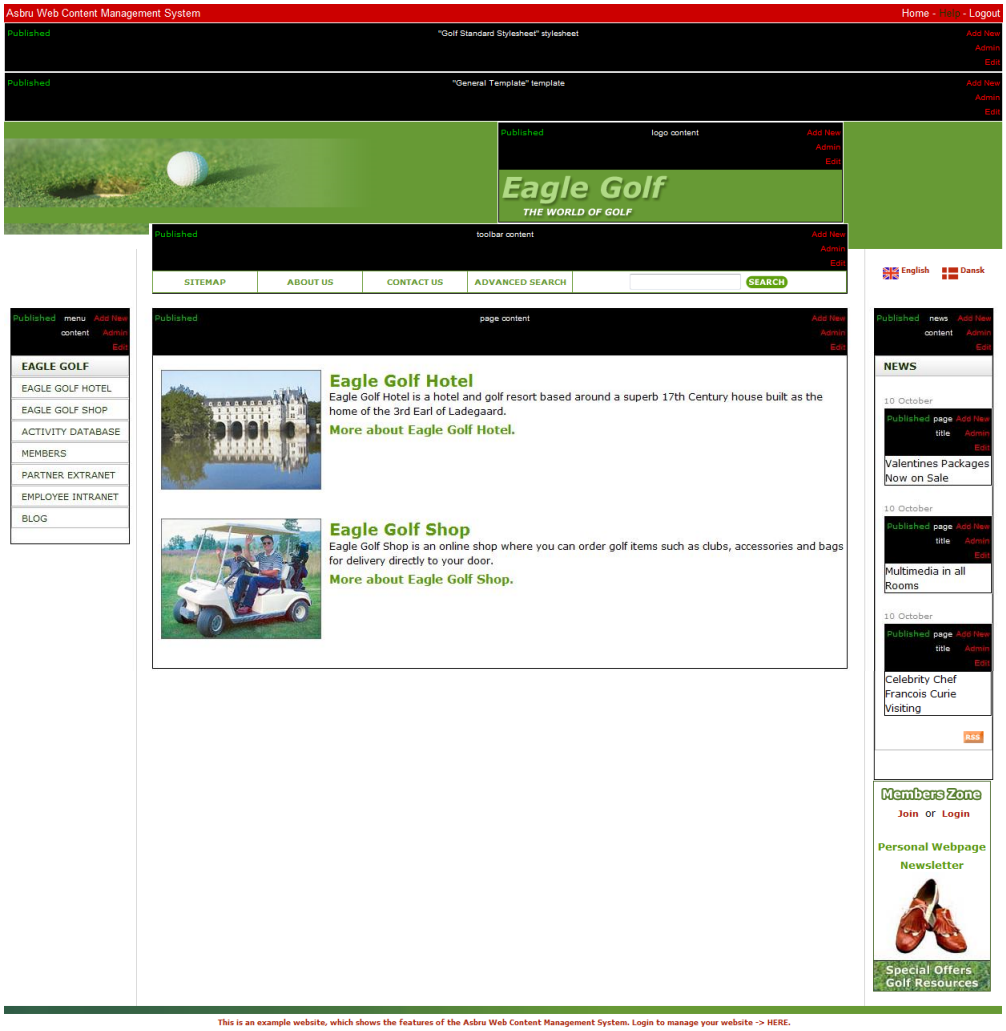
2.3.7 Library Content

Library Content is Images, Files and Links, which may be used as parts of Pages, Elements and Templates.

2.4 Browse & Edit

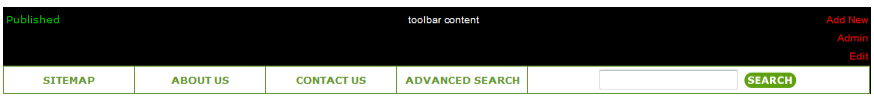
Browse & Edit is an easy way to create and update the content of your website simply by browsing your website in administration mode and editing the page content and elements.

When you access your website in Browse & Edit mode each content item is displayed in a box to separate the different content items and to give access to edit each of them.



2.4.1 Content Block Heading

The content block heading displayed at the top of each content item of the web page is used for displaying summary information and allowing you to have quick access to editing the item.



2.4.1.1 Status

Each content item's publication status is displayed to the left in the administration heading. The publication status will always be "Published" unless you have enabled one of the more advanced Publish features. See 3.6.1 Publishing Configuration for details. If more advanced Publish features are enabled the status of the object can be one of the following:

- New
  The content is a new page/element that has not been published yet.

- Updated
  The content has been updated and the updated content has not been published yet. (The updated content is displayed in Edit & Browse administration mode, but the old published content is still displayed on the public website.)

- Publish: date/time
  The new/updated content is scheduled to be published at the displayed date/time.

- Published
  The content has been published on your web site.

- Expire: date/time
  The published content is scheduled to be expired at the displayed date/time.

- Expired
  The content has expired.

- Checked Out
  The content is currently inaccessible for editing because it is checked out for editing by another website administrator.

2.4.1.2 Content Class

Each content item's class is displayed centred in the administration heading. The content class will be either "page title", "page content" or one of the Element classes such as "menu", "toolbar", "news" or "banner" etc. as configured for your website. The "page content" item is the primary content of the page.

2.4.1.3 Add New

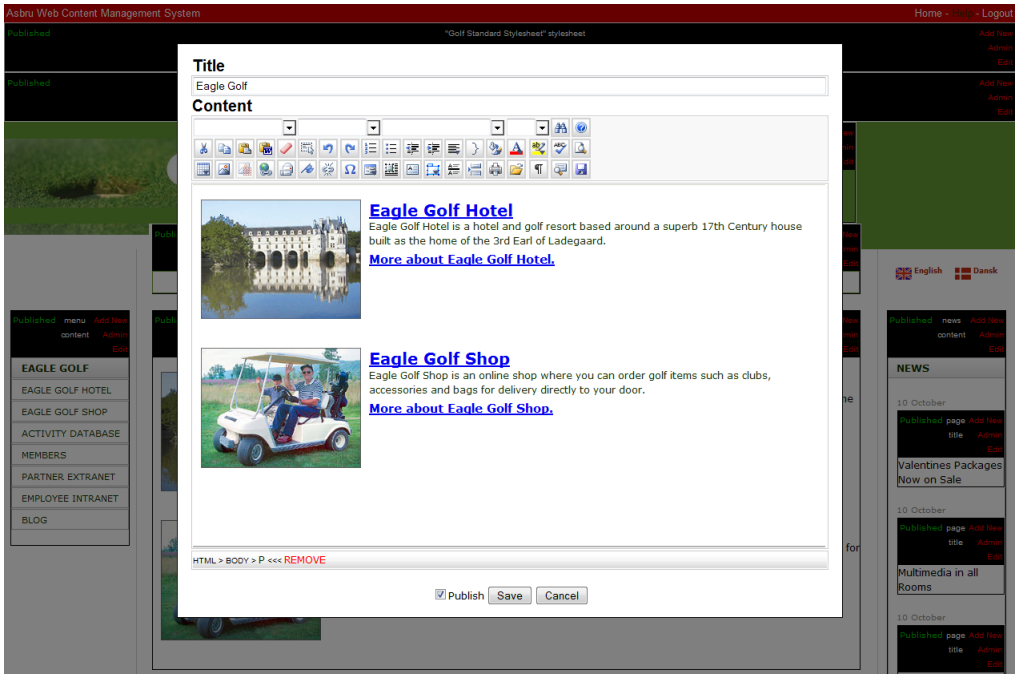
If you have permission to add new copies of a content item, an Add New link will be displayed to the right in the administration heading. Selecting the Add New link opens the full Content Editor administration web page with access to edit and add a new copy of the content and all the content item's other data. Please see 2.5 Content Editor for details.

2.4.1.4 Admin

If you have permission to update a content item, an Admin link will be displayed to the right in the administration heading. Selecting the Admin link opens the full Content Editor administration web page with access to update the content and all the content item's other data. Please see 2.5 Content Editor for details.
(Please note that if you have been using an older release of the Asbru Web Content Management the new "Admin" link is equivalent to the old "Edit" link).

2.4.1.5 Edit

If you have permission to update a content item, an Edit link will be displayed to the right in the administration heading. Selecting the Edit link opens a simplified Content Editor with access to update the content directly in the Browse & Edit mode. Only the content item's title and content can be edited. For access to update the content item's other data the "Admin" link should be used instead. Please see 2.5 Content Editor for details.



2.4.1.6 Publish

If you have permission to publish a content item, a Publish link will be displayed to the right in the administration heading. Selecting the Publish link publishes the content item.

2.4.2 Exit Browse & Edit

When you are done browsing and editing your website content you can exit the Browse & Edit mode in two different ways:

- Select Home in the top-right corner of the Browse & Edit page to go back to the main administration page of the Asbru Web Content Management System.

- Select Logout in the top-right hand corner of the Browse & Edit page to logout from the Asbru Web Content Management system and return to your public website as a regular user.

2.5 Content Editor

The Content Editor gives you access to actually create and update content of your web pages. The Content Editor is accessible from the Browse & Edit administration mode as well as from the Content and Library administration sections.

With the default configuration of the Asbru Web Content Management System, the Content Editor includes a Primary Content block with a Title input field and an actual Content input field. The actual Content input field will differ depending on whether you are creating/editing a Page, Element, Template, Style Sheet, File, Image or Link.
Simply edit the text in the Title field and update the details in the Content input field to create/update the content of your website and select Save to store the changes.

Depending on the class of content being created/edited, the Primary Content block may also include a Summary input field. Content entered into the Summary input field can be displayed on content listings and in search results etc.

As default, Pages use HTML format for the Content and Summary input field and these are edited in Asbru Web Content Editor WYSIWYG input fields. In some cases simple text content may be required or full control over the exact HTML code may be required in which case the content format can be changed to "Text" instead of "HTML". The content format options are displayed below the Content and Summary input fields. Changes to the content format takes effect next time the content item is updated (that is, select "Save & Close" and "Update" again to change the content format).

The Content Editor's Primary Content block may also include a Searchable checkbox input field. As default all pages and products are included in search results as well as by the breadcrumbs and menu extensions. However, you may want to exclude some content items such as special pages from search results as well as from the breadcrumbs and menu extensions. Check the Searchable checkbox to exclude the content item from search results.

Finally, the Content Editor's Primary Content block may include a URL display field. This displays the content items URL website address for linking to the content item.

Please note that if you select another link or close your web browser without first selecting Save, any changes you have made will be ignored and no changes will be made to your website content.

When you Save your content eventual links to other content and websites will be checked. If any of the links are unavailable you will be warned about this in a pop-up window. You can select "OK" in the warning pop-up window to ignore the warning and save the content anyway, or you can select "Cancel" in the warning pop-up window to go back to the content editor to edit the content before saving it again.

To view your Page, Element, Template and Style Sheet changes before saving and publishing them, you can select Preview to open a new web browser window with the currently edited content.

To validate if your Page, Element, Template and Style Sheet complies with the official, technical standards for HTML and CSS code before saving and publishing them, you can select Validate to open a new web browser window with the currently edited content automatically being sent to and validated by the World Wide Web Consortiums Markup Validation Service. (Please note that website content is recommended but not required to comply with the official, technical standards for HTML and CSS code for compatibility with all standards compliant web browsers. However, for various reasons you may sometimes explicitly need/want to not comply with the standards).

If you are creating or updating a Page, Element or Template you will have access to a web editor in the Content input field, which allows you to format your text and insert images, files and links. Please see 2.5 Content Editor for details.

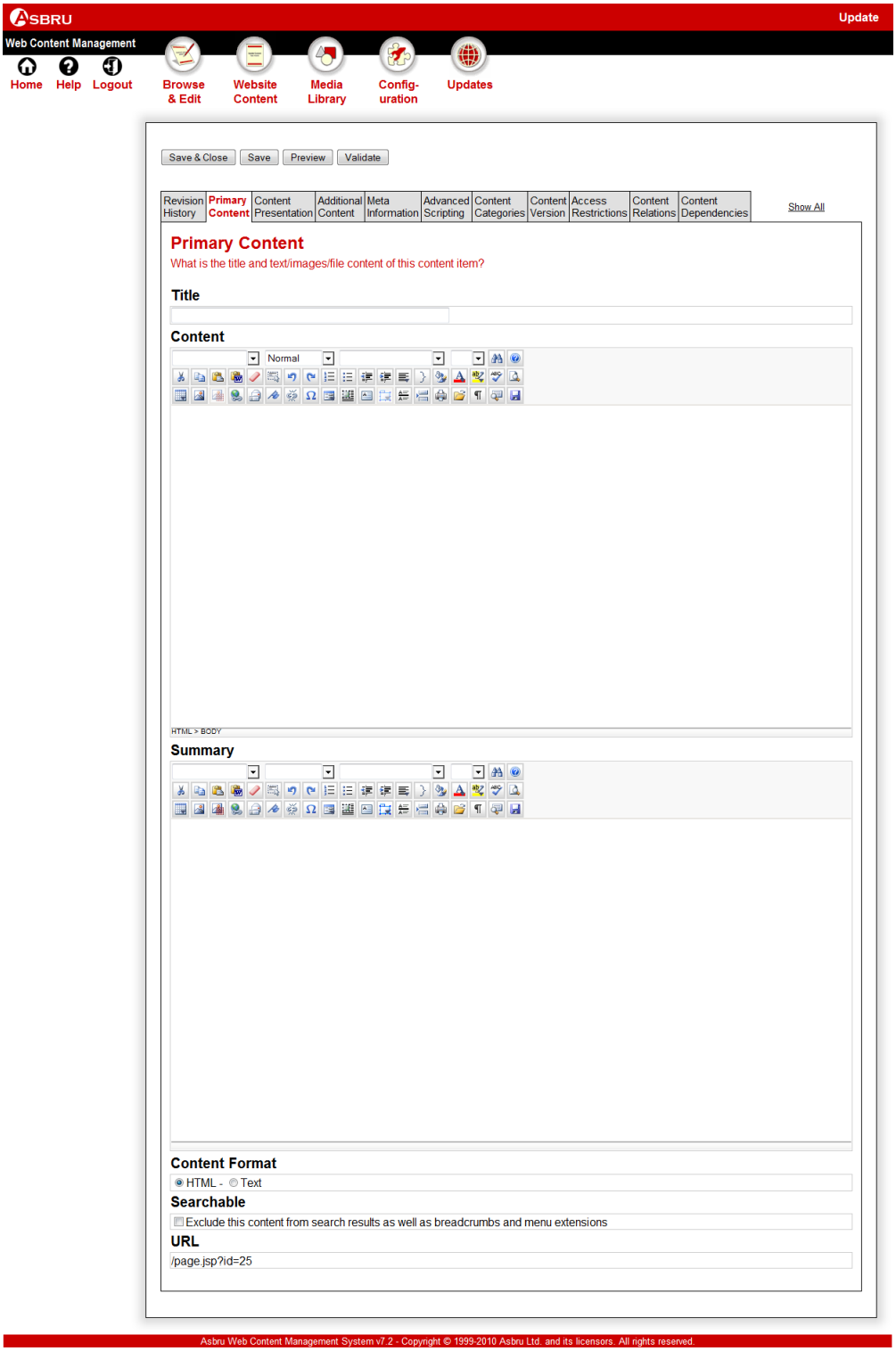
If you are editing a Page, a Style Sheet, an Image, a File or a Link its web address URL is displayed below the content. This web address URL is not needed for anything within the Asbru Web Content Management system, but you can use this web address URL to link directly to the Page, Style Sheet, Image, File or Link from other websites.

For Images and Files two web address URLs are displayed. One indirect web address URL to access the image or file through the Asbru Web Content Management system and one alternative web address URL to link directly to the image or file on the web server. Usually you should always use the indirect web address URL because the direct web address may change when you update the File or Image. However, if performance optimisation is essential you can use the direct web address URL.

The content editor web page may also include other blocks with other content attributes and settings if you have enabled any of the optional advanced web content management features of the Asbru Web Content Management system. Please see 3 Advanced Web Content Management for details.

You access these other blocks of content attributes and settings by selecting the different “tabs” next to the “Primary Content” tab which is selected as default.

For easy access to view and print all the content attributes and settings, the “Show All” link to the right of the different “tabs” can be selected. This will show all the tabs’ content attributes and settings on one page below each other.


ASBRU
Update
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Config-uration
Updates
Save & Close
Save
Preview
Validate
Revision History
Primary Content
Content Presentation
Additional Content
Meta Information
Advanced Scripting
Content Categories
Content Version
Access Restrictions
Content Relations
Content Dependencies
Show All
Primary Content
What is the title and text/images/file content of this content item?
Title
Content
Normal
HTML > BODY
Summary
Content Format
HTML - Text
Searchable
Exclude this content from search results as well as breadcrumbs and menu extensions
URL
/page.jsp?id=25
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2.5.1 Asbru Web Content Editor

As default the Asbru Web Content Management system will use the built-in Asbru Web Content Editor to edit your Pages, Elements and Templates. The built-in Asbru Web Content Editor is described in the following sections.

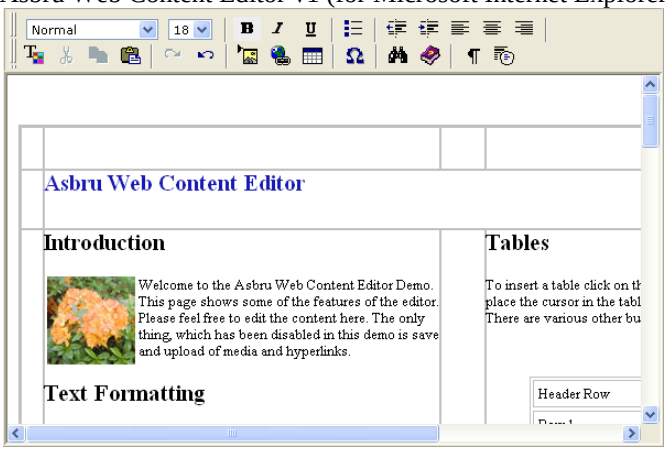
Due to differences in supported web browser technologies, there are different versions of the Asbru Web Content Editor for different web browsers. Some web editor functionality varies between the different Asbru Web Content Editor versions and some web editor functionality is not available in all Asbru Web Content Editor versions. See the following sections for details.

As default the Asbru Web Content Management system auto-detects the web browser you are using and automatically selects the best Asbru Web Editor version for your web browser. However, you can also configure the Asbru Web Content Management system to use a specific version of the Asbru Web Content Editor only. Please see 3.20 Content Editor and File Upload Components for details.

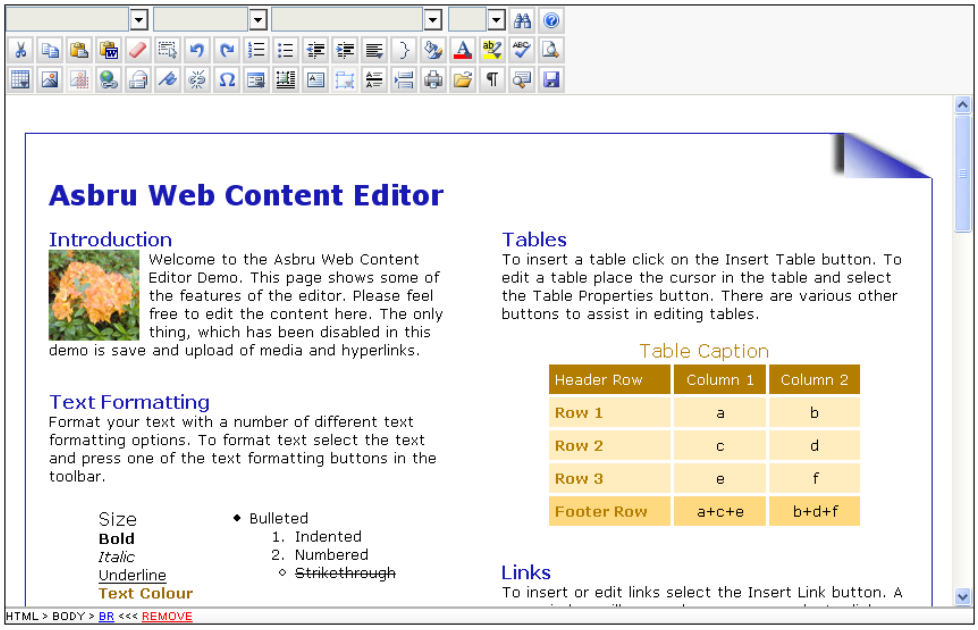
You can also configure the Asbru Web Content Management system to use other content editor products. Please see 3.20 Content Editor and File Upload Components for details. If you have configured your Asbru Web Content Management system to use another content editor product please see the documentation for that content editor product for details on how to use it.

The Asbru Web Content Editor can be used for adding text, images, hyperlinks or HTML code to the primary content of Pages, Elements and Templates. The Asbru Web Content Editor screens are displayed below.

Asbru Web Content Editor v1 (for Microsoft Internet Explorer 4.0-5.0):



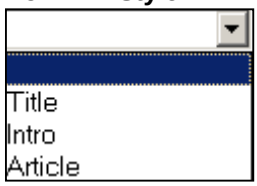
Asbru Web Content Editor v2+ (for Microsoft Internet Explorer v5.5 and newer as well as Netscape 7.1 and Mozilla 1.3 and newer):



Write text in the work area in the middle and select the toolbar buttons to format the text and insert images, hyperlinks and HTML code. Additionally, the HTML DOM Inspector located below the editable content displays details about the currently selected content. The toolbar buttons and the HTML DOM Inspector are described in the following sections.

2.5.2 Text Formatting and Style

2.5.2.1 Style

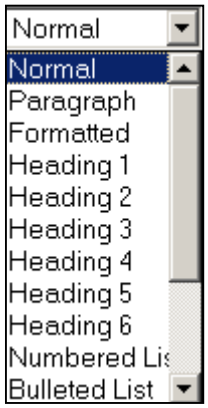


Asbru Web Content Editor v2+ only.

The Asbru Web Content Editor offers support for Cascading Style Sheets. Defined styles/classes are extracted automatically from any Style Sheet assigned to the content.

To apply a style select the text you want to change and then select the style from the Style list in the toolbar. The actual formatting for the styles can be defined in the Style Sheet assigned to the content.

2.5.2.2 Format

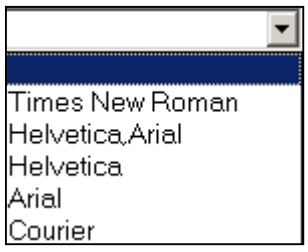


The Asbru Web Content Editor offers standard predefined HTML text styles.

- Normal
- Formatted
- Address
- Heading 1
- Heading 2
- Heading 3
- Heading 4
- Heading 5
- Heading 6
- Numbered List
- Bulleted List
- Directory List
- Menu List
- Definition Term
- Definition
- Paragraph

To apply a style select the text you want to change and then select the style from the Style list in the toolbar. The formatting of the styles can be defined in the Style Sheet assigned to the content.

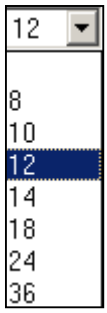
2.5.2.3 Font Name



Asbru Web Content Editor v2 only. See Font Formatting for Asbru Web Content Editor v1.

To change the Font Name select the text you want to change and then select a Font Name from the Font Name list in the toolbar.

2.5.2.4 Font Size



To change the Font Size select the text you want to change and then select a Font Size from the Font Size list in the toolbar.

2.5.2.5 Bold

To apply bold formatting to text select the text you want to change and then select the Bold toolbar button.

2.5.2.6 Italic

Apply italic formatting to text by selecting the text you want to change and then select the Italic toolbar button.

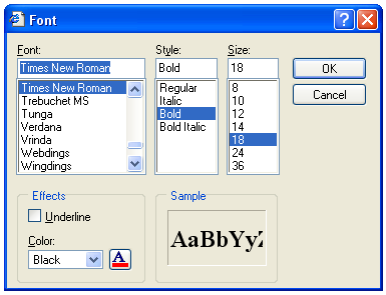
2.5.2.7 Underline

Apply underline formatting to text by selecting the text you want to change and then select the Underline toolbar button.

2.5.2.8 Font Formatting

Asbru Web Content Editor v1 only. See Text Colour for Asbru Web Content Editor v2.

The Font toolbar button provides several formatting options that will override the formatting styles defined by your Style and Style Sheet selection. To format text select the text you want to change and then select the Font toolbar button. The following screen will appear:



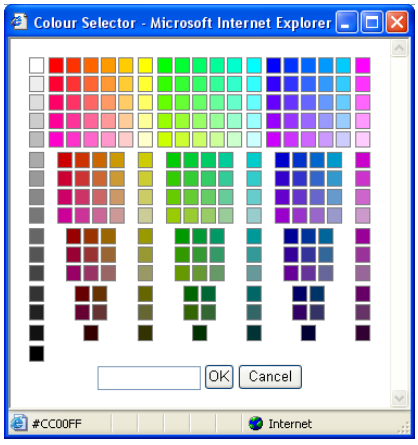
- Font - Select the font you want to apply to the selected text.
- Style - Select the style you want to apply to the selected text.
- Size - Select the Font Size you want to apply to the selected text.
- Underline - If you want to underline the selected text check the Underline checkbox.
- Color - Select the Font Color from the color list or select the button and select the Font Color.

Select OK when the Sample box displays the formatting you want to apply to the selected text or select Cancel.

2.5.2.9 Text Colour

Asbru Web Content Editor v2 only.

Apply text colour formatting to text by selecting the text you want to change and then select the Text Colour toolbar button. The following screen will appear:

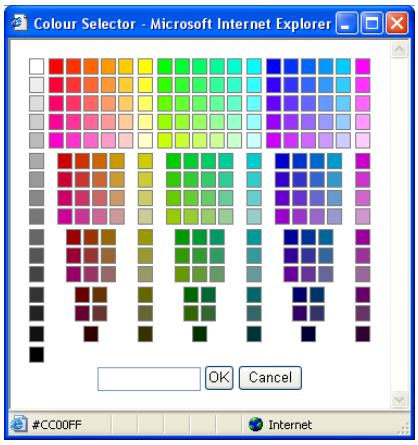


Select a colour from the palette or enter a HTML colour code. Select OK to apply to the selected text or select Cancel.

2.5.2.10 Background Colour

Asbru Web Content Editor v2 only.

Apply background colour formatting to text by selecting the text you want to change and then select the Background Colour toolbar button. The following screen will appear:



Select a colour from the palette or enter a HTML colour code. Select OK to apply to the selected text or select Cancel.

2.5.2.11 Superscript

Asbru Web Content Editor v2 only.

Apply superscript formatting to text by selecting the text you want to change and then select the Superscript toolbar button.

2.5.2.12 Subscript

Asbru Web Content Editor v2 only.

Apply subscript formatting to text by selecting the text you want to change and then select the Subscript toolbar button.

2.5.2.13 Strikethrough

Asbru Web Content Editor v2 only.

Apply strikethrough formatting to text by selecting the text you want to change and then select the Strikethrough toolbar button.

2.5.2.14 Remove Format

Asbru Web Content Editor v2 only.

Remove formatting from text by selecting the text you want to change and then select the Remove Format toolbar button.

2.5.3 Indentation and Alignment

2.5.3.1 Decrease Indent

To decrease the indent of a paragraph select the text you want to change and then select the Decrease Indent toolbar button.

2.5.3.2 Indent

To apply indent to a paragraph select the text you want to change and then select the Indent toolbar button.

2.5.3.3 Align Left

To align left select the text you want to align left and then select the Align Left toolbar button.

2.5.3.4 Align Center

To center text select the text you want to center and then select the Align Center toolbar button.

2.5.3.5 Align Right

To align right select the text you want to align and then select the Align Right toolbar button.

2.5.3.6 Align Full

Asbru Web Content Editor v2 only.

To align left and right select the text you want to align and then select the Align Full toolbar button.

2.5.3.7 Do Not Break

Asbru Web Content Editor v2+ only.

To prevent text from being broken by automatic line breaks select the text you want to keep together and then select the Do Not Break toolbar button.

2.5.3.8 Numbered List

Asbru Web Content Editor v2 only.

To apply numbers select the items you want to add numbers to. Then select the Numbered List toolbar button.

2.5.3.9 Bullet List

To apply bullets select the items you want to add bullets to. Then select the Bullet List toolbar button.

2.5.4 Editing

2.5.4.1 Cut

To remove selected content from the Asbru Web Content Editor and place it on the clipboard select the Cut toolbar button.

Your web browser may not support this functionality, in which case you will be prompted to use your web browser's menu/keyboard functionality for this instead.

2.5.4.2 Copy

To copy selected content from the Asbru Web Content Editor and place it on the clipboard select the Copy toolbar button.

Your web browser may not support this functionality, in which case you will be prompted to use your web browser's menu/keyboard functionality for this instead.

2.5.4.3 Paste

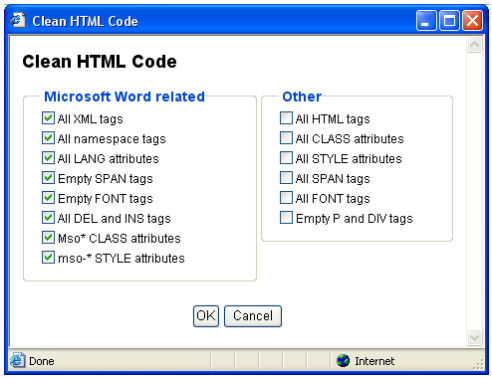
To paste content from the clipboard into the Asbru Web Content Editor select the Paste toolbar button.

Your web browser may not support this functionality, in which case you will be prompted to use your web browser's menu/keyboard functionality for this instead.

2.5.4.4 Clean HTML Code

Asbru Web Content Editor v2 only.

Content pasted from other applications such as Microsoft Word may contain unneeded/unwanted HTML codes. Select the Clean HTML Code toolbar button to clean the content for such unneeded/unwanted HTML codes. The following screen will appear:



- Microsoft Word related (selected by default and "safe" to clean):
  - All XML tags
    Delete all XML tags from content.

- All namespace tags
  Delete all XML namespace tags from content.

- All LANG attributes
  Delete all LANG attributes from content.

- Empty SPAN tags
  Delete empty and double SPAN tags.

- Empty FONT tags
  Delete empty and double FONT tags.

- All DEL and INS tags
  Delete all DEL and INS tags.

- Mso* CLASS attributes
  Delete all CLASS attributes named Mso* from content.

- mso- STYLE attributes
  Delete all STYLE attributes named mso-* from content.

- Other (only select these if you are sure you want to delete these HTML tags and attributes or your content may be altered significantly):
  - All HTML tags
    Delete all HTML tags from content.

  - All CLASS attributes
    Delete all CLASS attributes from content.

  - All STYLE attributes
    Delete all STYLE attributes from content.

  - All SPAN tags
    Delete all SPAN tags.

  - All FONT tags
    Delete all FONT tags.

  - Empty P and DIV
    Delete all empty P and DIV tags.

Select OK to clean the content in the web editor work area.

2.5.4.5 Delete

Asbru Web Content Editor v2 only.

To delete content from the Asbru Web Content Editor select the content to be deleted and select the Delete toolbar button.

2.5.4.6 Select All

Asbru Web Content Editor v2 only.

To select all content in the Asbru Web Content Editor select the Select All toolbar button.

2.5.4.7 Redo

Select the Redo toolbar button to reverse an action of the Undo command.

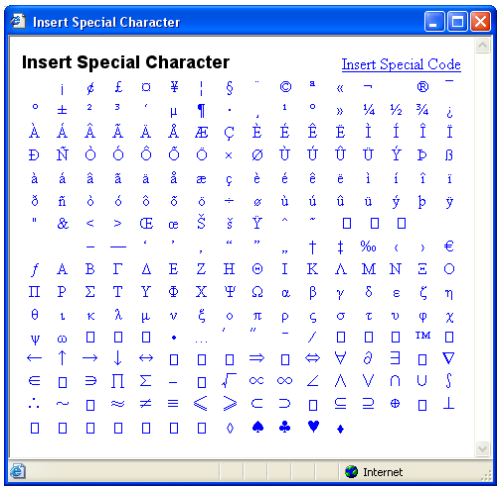
2.5.4.8 Undo

Select the Undo toolbar button to reverse the last command or delete the last entry you typed.

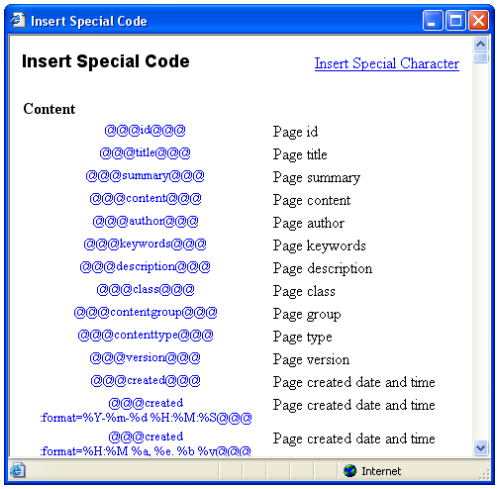
2.5.5 Web Content

2.5.5.1 Insert Special Characters & Codes

To insert special characters and codes into the web editor work area select the Insert Special Characters & Codes toolbar button. The following screen will appear:



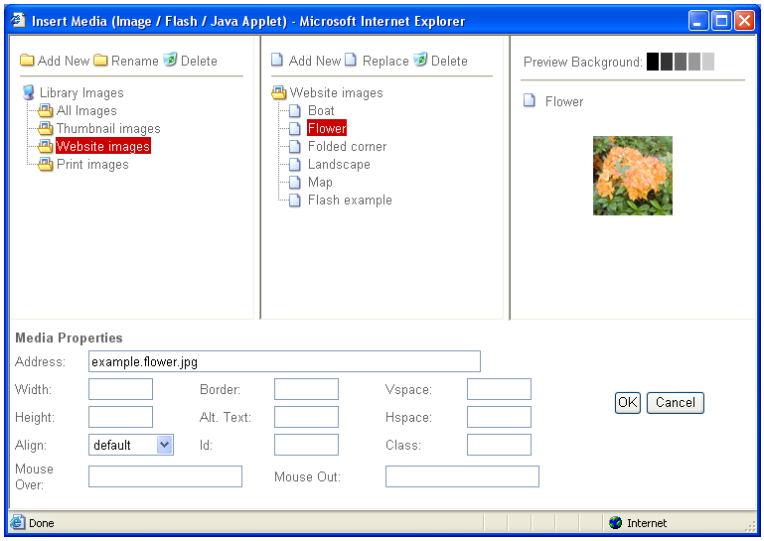
Select the special character you want to insert and the special character will be inserted into the web editor work area, or select the “Insert special code” link for access to the special codes screen:



Select the special code you want to insert and the special code will be inserted into the web editor work area, or select the “Insert special character” link to return to the special characters screen.

2.5.5.2 Insert Media (Image / Flash / Java Applet)

To insert an image into the Asbru Web Content Editor select the Insert Image toolbar button. The following window will appear:



You can insert an image either from your library of images or from your local computer.

2.5.5.2.1 Library Images

Your image categories from the web server library are listed in the left hand side of the window, if you have enabled the Content Categories - Image Groups or Types features

(Please see 3.3.1 Content Categories Configuration for details). Select All Images or an image category to list all your web server library images of that category in the center of the window.

Select an image to preview it in the right hand side of the window. Select one of the preview background colour boxes to preview the image with different background colour contrasts.

When an image is selected its website address details are displayed at the bottom part of the window along with other optional image properties:

- Address
  Full web address including Type and URL domain, path and file name.
- Width
  Number of pixels or percentage for how the image is to be displayed.
- Height
  Number of pixels or percentage for how the image is to be displayed.
- Border
  Number of pixels for border to be displayed around the image.
- Alignment / Align
  Defines the image alignment in relation to surrounding text.
  - Left
  - Right
  - Top
  - Bottom
  - Middle
  - Absmiddle
- Vertical spacing / Vspace
  Number of blank pixels to be displayed above and below the image.
- Horizontal spacing / Hspace
  Number of blank pixels to be displayed to the left and right of the image.
- Alt. Text
  Alternative text description to be displayed instead of the image.
- Id
  Unique id to be used for Advanced Scripting etc.

- Class
  Name to be used for Style Sheets etc.

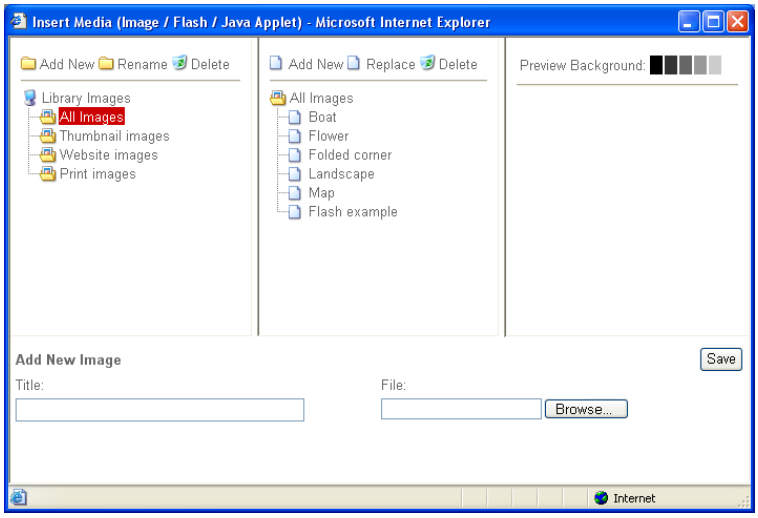
- Mouse Over
  Javascript event handler triggered when the caret/cursor is moved over the image.

- Mouse Out
  Javascript event handler triggered when the caret/cursor is moved away from image.

Select OK to insert the image into the Content Editor or select Cancel to return to the Content Editor without inserting the Image into the Content Editor.

2.5.5.2.2 Add New Image

You can also add an image from your local computer. Select the Add New link at the top center of the window. The following window will appear:



Enter a title for the new image in the Add New Image section at the bottom of the window.

Select Browse to find the image file on your computer. When you have selected the image file on your computer it will be displayed in the right hand side of the screen. Alternatively, if you have a recent version of the Flash pluing installed in your web browser you should have an additional “Choose Multiple Files” button next to the “Browse” button. Use this to select multiple files to be uploaded and added at the same time.

Select an existing image to copy other attributes for the new image from. If you select “-blank -“, all other image attributes for the new image will be set to the default (blank) value.

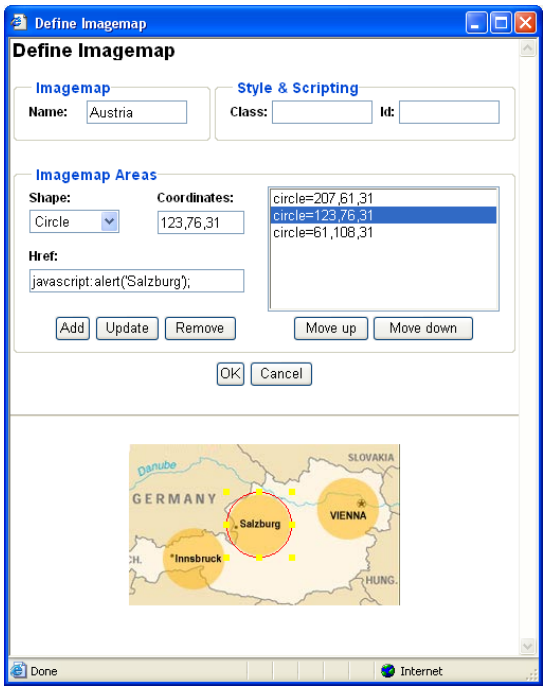
Select Save to add the image to the image library.

If you have enabled the more advanced publishing features (Please see 3.6.1 Publishing Configuration for details.) you will see a Publish checkbox that you check if you want to publish the image when it is saved.

If you have enabled the Content Categories - Image Groups or Types features (Please see 3.3.1 Content Categories Configuration for details.) you will also be able to select the Image Type and Image Group for the new image.

2.5.5.3 Define Imagemap

To define an imagemap for an image select the image and then the Define Imagemap toolbar button. The following window will appear:



- Name
  Name of the imagemap used internally to link the image and the imagemap (required).

- Class
  HTML class name for use with CSS style sheet.

- Id
  Unique HTML code id for use with Javascript.

- Imagemap Areas
  Define the imagemap areas which users can select:
  - Shape
    The supported imagemap shapes are circle and rectangle.

  - Coordinates
    The coordinates which define the imagemap area position and size (Circle: centerX, centerY, radius) (Rectangle: left, top, right, bottom).

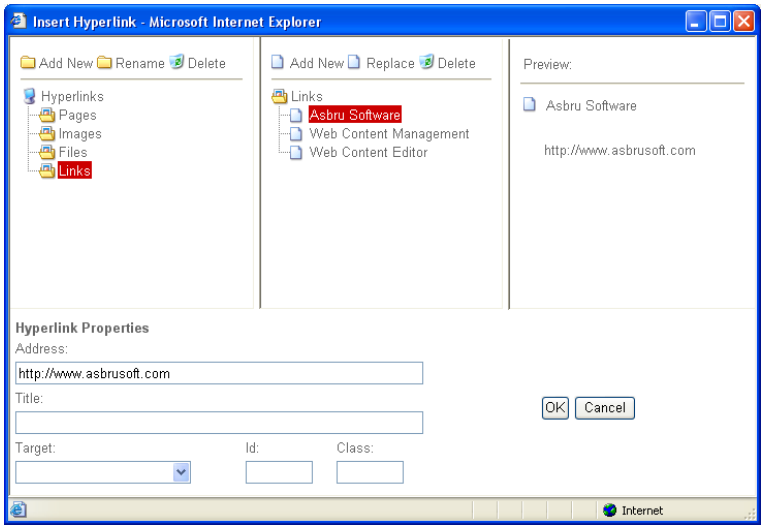
Enter the coordinates manually, or Drag & Drop the imagemap area outline and handles displayed on the image at the bottom of the imagemap window.

- Href
  The web address URL to which the image map area links.
- Add
  Add entered Shape, Coordinates and Href as imagemap area.
- Update
  Change selected imagemap area to entered Shape, Coordinates and Href.
- Delete
  Delete selected imagemap area.
- Move Up
  Move selected imagemap area up.
- Move Down
  Move selected imagemap down.

Select OK to define the imagemap for the selected image in the web editor work area.

2.5.5.4 Insert Hyperlink

Select the Insert Hyperlink toolbar button to insert a link into the work area. The following window appears:



You can insert a link to an existing Page, Image, File or Link in the Asbru Web Content Management system or to any other website address on the Internet. You can also add a new Page, Image, File or Link.

2.5.5.4.1 Insert Hyperlink

Your content categories are listed in the left hand side of the window, if you have enabled the Content Categories features (Please see 3.3.1 Content Categories Configuration for details).

Select a content class/category to list your web server content of that class/category in the center of the window.

- Pages
  Your web content management system website pages.

- Images
  Your web content management system library images.

- Files
  Your web content management system library files.

- Links
  Your web content management system library links.

- Special
  Special links to web content management system functionality.

    - View This Item
      Use for search results entries and the E-Commerce Add-On functionality to link to an item's full page.

    - Login
      Use for a "manual" login link to login as a registered user of the website. (Login is also automatically requested when required for accessed content).

    - Logout
      Use for a "manual" logout link to logout as a registered user of the website. (Logout is also automatically done when the web browser is closed and when the user "session" expires as configured for your web server).

- Versions
  Link for your website visitors to select their preferred version of your website content. (Only available, if the Content Versions feature is enabled. Please see 3.18.1 Content Versions Configuration for details).

- Micro-Websites
  Link to your configured "micro-websites" Internet address domain names. (Please see 2.8.1.5 Micro-Websites for details).

- Page Relations
  Link to a related content as defined for the currently viewed content. (Only available, if

the Content Relations feature is enabled. Please see 3.19.1 Content Relations Configuration for details).

- Page Top
  Link to the Page Top web page specified in the Content Relations section in the content editor.

- Page Up
  Link to the Page Up web page specified in the Content Relations section in the content editor.

- First Page
  Link to the First Page web page specified in the Content Relations section in the content editor.

- Last Page
  Link to the Last Page web page specified in the Content Relations section in the content editor.

- Previous Page
  Link to the Previous Page web page specified in the Content Relations section in the content editor.

- Next Page
  Link to the Next Page web page specified in the Content Relations section of in the content editor.

Select a content item to preview it in the right hand side of the window.

When a content item is selected its website address details are displayed at the bottom part of the window along with other optional content properties:

- Address
  The web address of the selected page etc. Usually, this should not be changed, but you can add additional parameters etc. if needed. You can also enter an address such as "#mybookmark" to link to an anchor/bookmark you have inserted on your web page.

- Target
  Defines how the hyperlink is to be opened.

  - Same Window (_self)
    The link will be opened in the current window.

  - Parent Window (_parent)
    The link will be opened in the parent window.

  - Browser Window (_top)
    The link will be opened on the top level of the window.

- New Window (_blank)
  The link will be opened in a new window.

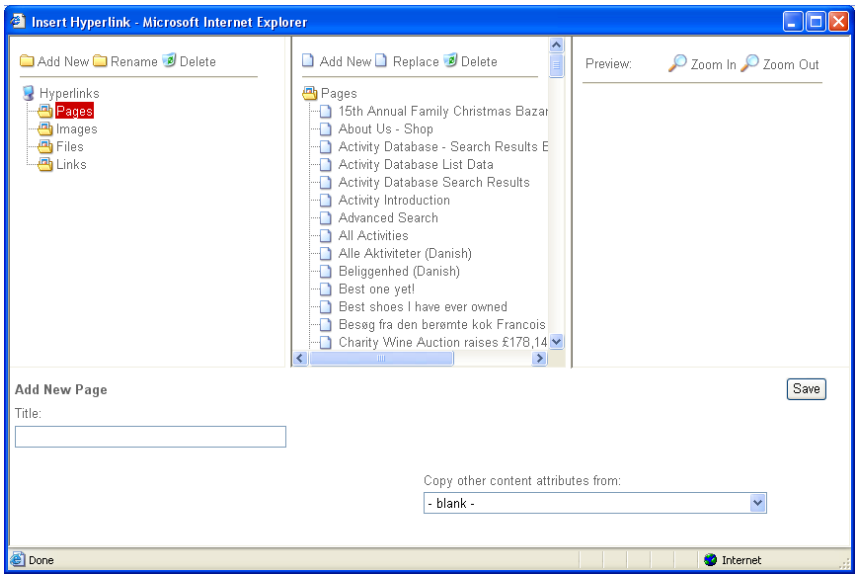
- Id
  Unique id to be used for Advanced Scripting etc.

- Class
  Name to be used for Style Sheets etc.

When you are done, select OK to insert the link into your web editor.

2.5.5.4.2 Add New Page

If you want to add a new Page select Pages at the left hand of the window and then the Add New link at the top center of the window. The following window will appear:



Enter the name of the new page in the Title field. If you are adding a new File select it from your local computer by selecting Browse. Alternatively, if you have a recent version of the Flash pluing installed in your web browser you should have an additional “Choose Multiple Files” button next to the “Browse” button. Use this to select multiple files to be uploaded and added at the same time. When uploading and adding multiple files at the same time, the actual file names will be appended to the entered Title.

If you have enabled the Content Categories – Page/Element Groups or Types features (Please see 3.3.1 Content Categories Configuration for details), you will also be able to select the Page Type and Group.

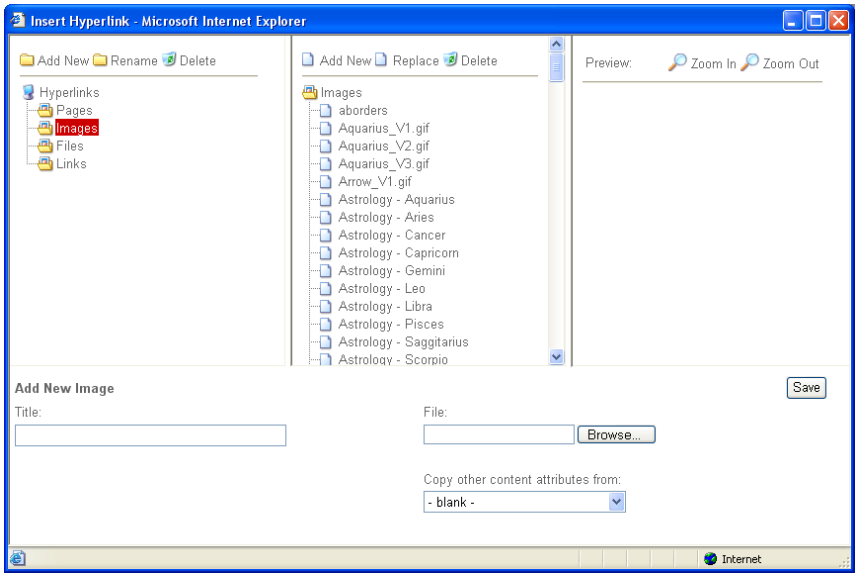
Select an existing Page to copy other attributes for the new page from. If you select “- blank - “, all other page attributes for the new page will be set to the default (blank) value.

If you have enabled the more advanced publishing features (Please see 3.6.1 Publishing Configuration for details), you will see a Publish checkbox. Check this Publish checkbox to publish the new Page/File immediately when it is saved.

When you select Save the new page or file will be created.

2.5.5.4.3 Add New Image

If you want to add a new Image select Images at the left hand of the window and then the Add New link at the top center of the window. The following window will appear:



Enter the name of the new image in the Title field and select Browse to select the actual image file from your local computer. Alternatively, if you have a recent version of the Flash pluing installed in your web browser you should have an additional “Choose Multiple Files” button next to the “Browse” button. Use this to select multiple files to be uploaded and added at the same time. When uploading and adding multiple files at the same time, the actual file names will be appended to the entered Title.

Select an existing Image to copy other attributes for the new image from. If you select “- blank -“, all other image attributes for the new image will be set to the default (blank) value.

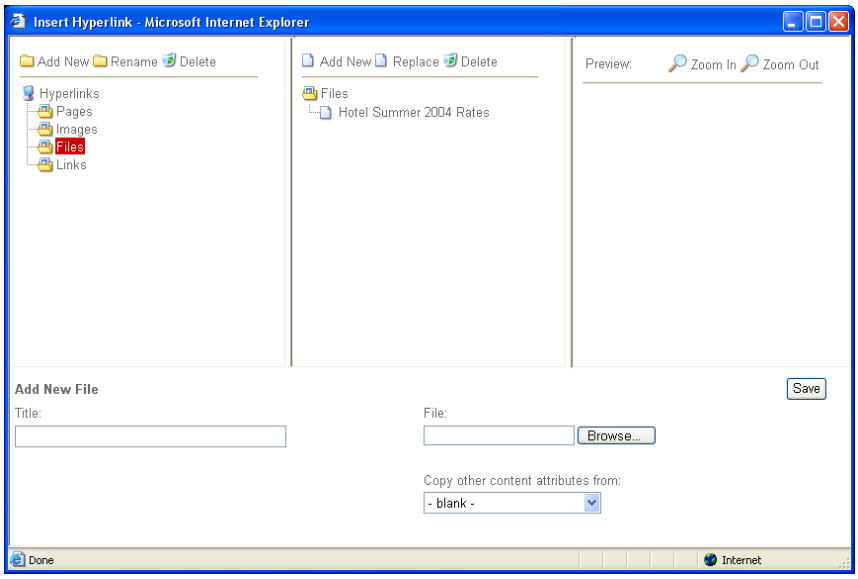
If you have enabled the Content Categories – Image Groups or Types features (Please see 3.3.1 Content Categories Configuration for details), you will also be able to select the Image Type and Group.

If you have enabled the more advanced publishing features (Please see 3.6.1 Publishing Configuration for details), you will see a Publish checkbox. Check this Publish checkbox to publish the new Image immediately when it is saved.

When you select Save the new image will be created.

2.5.5.4.4 Add New File

If you want to add a new File select Files at the left hand of the window and then the Add New link at the top center of the window. The following window will appear:



Enter the name of the new file in the Title field and select Browse to select the actual file from your local computer. Alternatively, if you have a recent version of the Flash pluing installed in your web browser you should have an additional “Choose Multiple Files” button next to the “Browse” button. Use this to select multiple files to be uploaded and added at the same time. When uploading and adding multiple files at the same time, the actual file names will be appended to the entered Title.

Select an existing File to copy other attributes for the new file from. If you select “- blank -“, all other file attributes for the new file will be set to the default (blank) value.

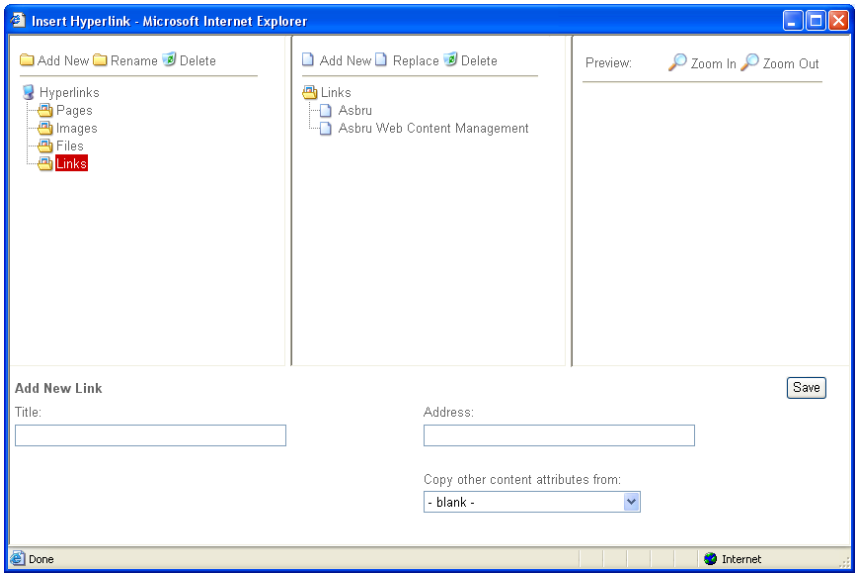
If you have enabled the Content Categories – File Groups or Types features (Please see 3.3.1 Content Categories Configuration for details), you will also be able to select the File Type and Group.

If you have enabled the more advanced publishing features (Please see 3.6.1 Publishing Configuration for details), you will see a Publish checkbox. Check this Publish checkbox to publish the new File immediately when it is saved.

When you select Save the new file will be created.

2.5.5.4.5 Add New Link

If you want to add a new Link select Links at the left hand of the window and then the Add New link at the top center of the window. The following window will appear:



Enter the name of the new link in the Title field and its full website address (for example: http://www.asbrusoft.com/).

Select an existing Link to copy other attributes for the new link from. If you select "- blank -", all other link attributes for the new link will be set to the default (blank) value.

If you have enabled the Content Categories – Link Groups or Types features (Please see 3.3.1 Content Categories Configuration for details), you will also be able to select the Link Type and Group.

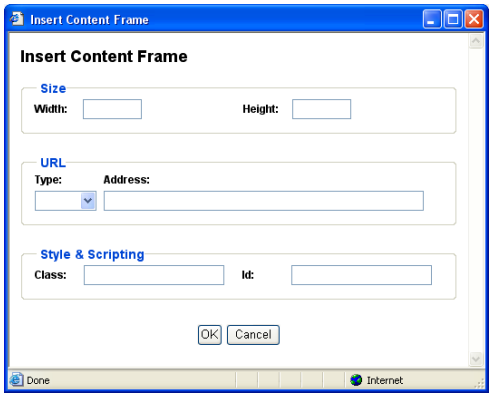
If you have enabled the more advanced publishing features (Please see 3.6.1 Publishing Configuration for details), you will see a Publish checkbox. Check this Publish checkbox to publish the new Link immediately when it is saved.

When you select Save the new link will be created.

2.5.5.5 Insert Frame

Asbru Web Content Editor v2+ only.

Select the Insert Frame toolbar button to insert a content frame containing another web page in the work area. The following screen will appear:



- Width
  Enter the width of the box as a percentage (for example “100%”) or in pixels (for example “100” pixels).

- Height
  Enter the height of the box as a percentage (for example “100%”) or in pixels (for example “100” pixels.

- URL Type
  Type of URL address (“http://”, “https://”).

- URL Address
  Web address domain, path and page name.

- Id
  Unique HTML code id for use with Javascript.

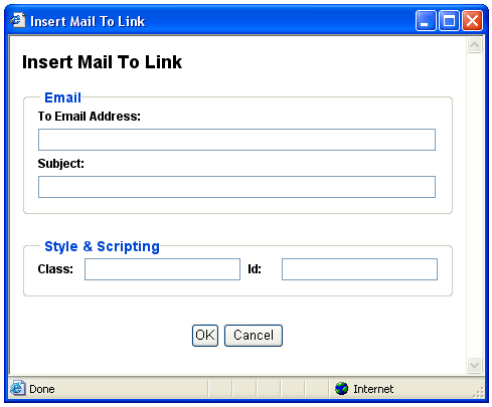
- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the content frame into the web editor work area.

2.5.5.6 Insert Mail To Link

Asbru Web Content Editor v2+ only.

Select the Insert Mail To Link toolbar button to insert a link into the work area. The following screen will appear:



- To Email Address
  Default email address to which the email should be sent.

- Subject
  Default subject for the email to be sent.

- Id
  Unique HTML code id for use with Javascript.

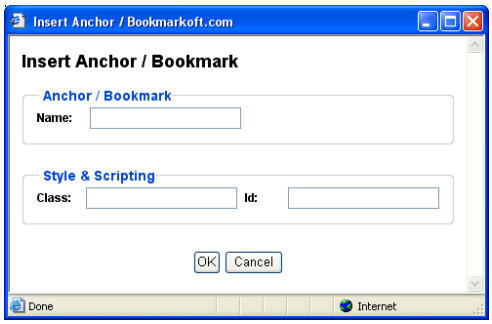
- Class
  HTML class name for use with CSS style sheet.

When you are done, select OK to insert the link into your web editor.

2.5.5.7 Insert Anchor/ Bookmark

Asbru Web Content Editor v2+ only.

Select the Insert Anchor / Bookmark toolbar button to insert an anchor/bookmark into the work area. The following screen will appear:



- Name
  Name of the anchor/bookmark.

- Id
  Unique HTML code id for use with Javascript.

- Class
  HTML class name for use with CSS style sheet.

When you are done, select OK to insert the anchor/bookmark into your web editor.

To link to the anchor/bookmark you can use the Insert Hyperlink toolbar button and enter a web address such as "#mybookmark" in the "Address" input field.

2.5.5.8 Unlink

Asbru Web Content Editor v2 only.

To remove a link (without deleting the content) select the link and select the Unlink toolbar button.

2.5.5.9 Insert Horizontal Rule

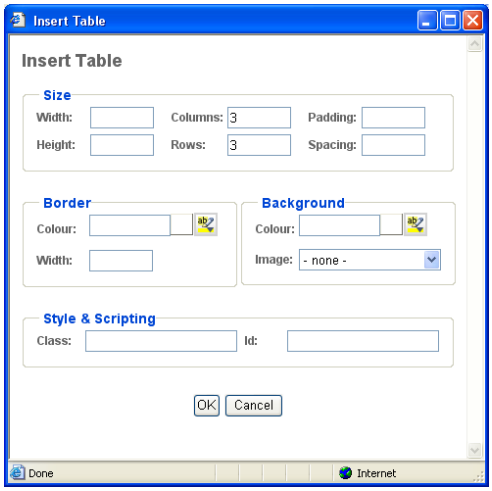
Asbru Web Content Editor v2 only.

To insert a horizontal rule select the Insert Horizontal Rule toolbar button.

2.5.6 Table Editing

2.5.6.1 Insert Table

Select the Insert Table toolbar button to insert a table in the work area. The following screen will appear:



- Width
  Enter the width of the table as a percentage (for example “100%”) or in pixels (for example “100” pixels). You can leave the field blank and the browser will determine the width.

- Height
  Enter the height of the table as a percentage (for example “100%”) or in pixels (for example “100” pixels. You can leave the field blank and the browser will determine the height.

- Columns
  Enter the number of columns in the table.

- Rows
  Enter the number of rows in the table.

- Cell padding
  Enter the distance between the border and content of the table in pixels (for example “2” pixels). You can leave the field blank and the browser will determine the cell padding.

- Cell spacing
  Enter the distance between the cells in pixels (for example “2” pixels). You can leave the field blank and the browser will determine the cell spacing.

- Border Width
  Select the border width of the table in pixels from the list. If you select 0 there will be no border. If you select “- default -“ the browser will determine the border width.

- Border Colour
  Enter the border colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Colour
  Enter the background colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Image
  In the Background image section of the screen select "- none -" if no background image is required or select a background image from the list of background images.

- Id
  Unique HTML code id for use with Javascript.

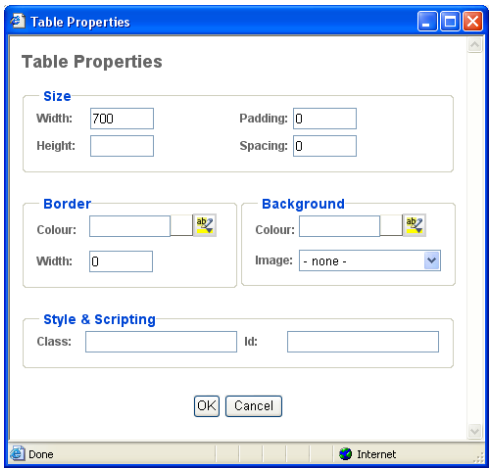
- Class
  HTML class name for use with CSS style sheet.

When all the details for the table have been entered, select OK to insert the table into the content editor.

2.5.6.2 Table Properties

Asbru Web Content Editor v2 only.

Select or position the claret/cursor inside a table and select the Table Properties toolbar button to edit the table's properties. The following screen will appear:



- Width
  Enter the width of the table as a percentage (for example "100%") or in pixels (for example "100" pixels). You can leave the field blank and the web browser will determine the width.

- Height
  Enter the height of the table as a percentage (for example "100%") or in pixels (for example "100" pixels. You can leave the field blank and the web browser will determine

the height.

- Cell padding
  Enter the distance between the border and content of the table in pixels (for example “2” pixels). You can leave the field blank and the browser will determine the cell padding.

- Cell spacing
  Enter the distance between the cells in pixels (for example “2” pixels). You can leave the field blank and the browser will determine the cell spacing.

- Border Width
  Enter the border width of the table in pixels. If you enter 0 there will be no border. If you leave it blank the browser will determine the border width.

- Border Colour
  Enter the border colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Colour
  Enter the background colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Image
  In the Background image section of the screen select “- none -“ if no background image is required or select a background image from the list of background images.

- Id
  Unique HTML code id for use with Javascript.

- Class
  HTML class name for use with CSS style sheet.

When all the details for the table have been entered, select OK to update the table in the content editor.

2.5.6.3 Insert Caption

Asbru Web Content Editor v2+ only.

Select or position the claret/cursor inside a table and select the Insert Caption toolbar button to insert a caption for the table. As default the caption is displayed above the table.

2.5.6.4 Insert Header Row

Asbru Web Content Editor v2+ only.

Select or position the claret/cursor inside a table and select the Insert Header Row toolbar button to insert a new table header row at the top of the table.

2.5.6.5 Insert Footer Row

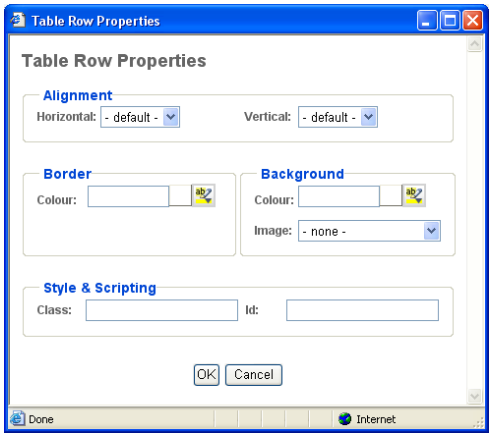
Asbru Web Content Editor v2+ only.

Select or position the claret/cursor inside a table and select the Insert Footer Row toolbar button to insert a new table footer row at the bottom of the table.

2.5.6.6 Row Properties

Asbru Web Content Editor v2 only.

Select or position the claret/cursor inside a table row and select the Row Properties toolbar button to edit the row's properties. The following screen will appear:



- Horizontal Alignment
  Select default, left, center or right to horizontally align the row's cell's contents. This row alignment is overruled by any defined column and cell horizontal alignment.

- Vertical Alignment
  Select default, top, middle, baseline or bottom to vertically align the row's cell's contents. This row alignment is overruled by any defined column and cell vertical alignment.

- Border Colour
  Enter the border colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Colour
  Enter the background colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Image
  In the Background image section of the screen select "- none -" if no background image is required or select a background image from the list of background images.

- Id
  Unique HTML code id for use with Javascript.

- Class
  HTML class name for use with CSS style sheet.

When all the details for the table row have been entered, select OK to update the table row in the content editor.

2.5.6.7 Insert Row Above

Asbru Web Content Editor v2 only.

Select or position the claret/cursor inside a table row and select the Insert Row Above toolbar button to insert a new row above the selected row.

2.5.6.8 Insert Row Below

Asbru Web Content Editor v2 only.

Select or position the claret/cursor inside a table row and select the Insert Row Below toolbar button to insert a new row below the selected row.

2.5.6.9 Delete Row

Asbru Web Content Editor v2 only.

Select or position the claret/cursor inside a table row and select the Delete Row toolbar button to delete the selected row.

2.5.6.10 Split Cell Rows

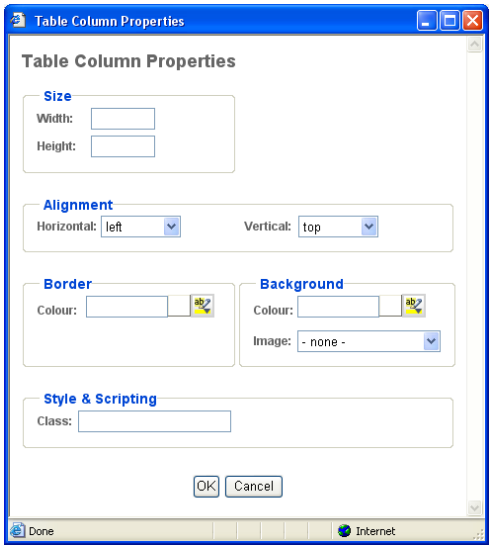
Asbru Web Content Editor v2 only.

Position the claret/cursor inside a merged table cell and select the Split Cell Rows toolbar button to split the cell back into rows again.

2.5.6.11 Column Properties

Asbru Web Content Editor v2 only.

Position the claret/cursor inside a table cell and select the Column Properties toolbar button to edit the column's properties. The following screen will appear:



- Width
  Enter the width of the column as a percentage (for example "100%") or in pixels (for example "100" pixels). You can leave the field blank and the web browser will determine the width.

- Height
  Enter the height of the column as a percentage (for example "100%") or in pixels (for example "100" pixels. You can leave the field blank and the web browser will determine the height.

- Horizontal Alignment
  Select default, left, center or right to horizontally align the column's cell's contents. This column alignment overrules/overwrites any defined row/cell horizontal alignment.

- Vertical Alignment
  Select default, top, middle, baseline or bottom to vertically align the column's cell's contents. This column alignment overrules/overwrites any defined row/cell vertical alignment.

- Border Colour
  Enter the border colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Colour
  Enter the background colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Image
  In the Background image section of the screen select "- none -" if no background image is required or select a background image from the list of background images.

- Class
  HTML class name for use with CSS style sheet.

When all the details for the table column have been entered, select OK to update the table column in the content editor.

2.5.6.12 Insert Column Left

Asbru Web Content Editor v2 only.

Position the claret/cursor inside a table cell and select the Insert Column Left toolbar button to insert a new column to the left of the selected column.

2.5.6.13 Insert Column Right

Asbru Web Content Editor v2 only.

Position the claret/cursor inside a table cell and select the Insert Column Right toolbar button to insert a new column to the right of the selected column.

2.5.6.14 Delete Column

Asbru Web Content Editor v2 only.

Position the claret/cursor inside a table cell and select the Delete Column toolbar button to delete the selected column.

2.5.6.15 Split Cell Columns

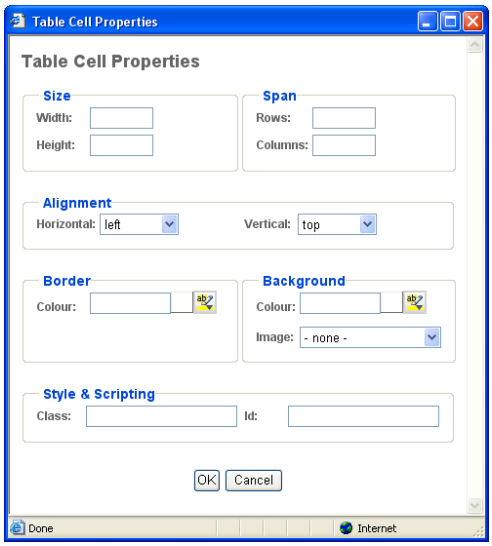
Asbru Web Content Editor v2 only.

Position the claret/cursor inside a merged table cell and select the Split Cell Columns toolbar button to split the cell back into columns again.

2.5.6.16 Cell Properties

Asbru Web Content Editor v2 only.

Position the claret/cursor inside a table cell and select the Cell Properties toolbar button to edit the cell's properties. The following screen will appear:



- Width
  Enter the width of the cell as a percentage (for example "100%") or in pixels (for example "100" pixels). You can leave the field blank and the web browser will determine the width.

- Height
  Enter the height of the cell as a percentage (for example "100%") or in pixels (for example "100" pixels. You can leave the field blank and the web browser will determine the height.

- Span Rows
  Enter the number of rows the (merged) cell spans. Changing this row span will not actually merge/split the cell, but only change how it is displayed.

- Span Columns
  Enter the number of columns the (merged) cell spans. Changing this column span will not actually merge/split the cell, but only change how it is displayed.

- Horizontal Alignment
  Select default, left, center or right to horizontally align the cell's contents. This cell

alignment overrules/overwrites any defined row/column horizontal alignment.

- Vertical Alignment
  Select default, top, middle, baseline or bottom to vertically align the cell's contents. This cell alignment overrules/overwrites any defined row/column vertical alignment.

- Border Colour
  Enter the border colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Colour
  Enter the background colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Image
  In the Background image section of the screen select "- none -" if no background image is required or select a background image from the list of background images.

- Id
  Unique HTML code id for use with Javascript.

- Class
  HTML class name for use with CSS style sheet.

When all the details for the table cell have been entered, select OK to update the table cell in the content editor.

2.5.6.17 Insert Cell Left

Asbru Web Content Editor v2 only.

Position the claret/cursor inside a table cell and select the Insert Cell Left toolbar button to insert a new cell to the left of the selected cell.

2.5.6.18 Insert Cell Right

Asbru Web Content Editor v2 only.

Position the claret/cursor inside a table cell and select the Insert Cell Right toolbar button to insert a new cell to the right of the selected cell.

2.5.6.19 Delete Cell

Asbru Web Content Editor v2 only.

Position the claret/cursor inside a table cell and select the Delete Cell toolbar button to delete the selected cell.

2.5.6.20 Split Cell

Asbru Web Content Editor v2 only.

Position the claret/cursor inside a merged table cell and select the Split Cell toolbar button to split the cell back into rows and columns again.

2.5.6.21 Merge Cells

Asbru Web Content Editor v2 only.

Select a number of table cells across rows and/or columns and select the Merge Cells toolbar button to merge the cells into a single cell.

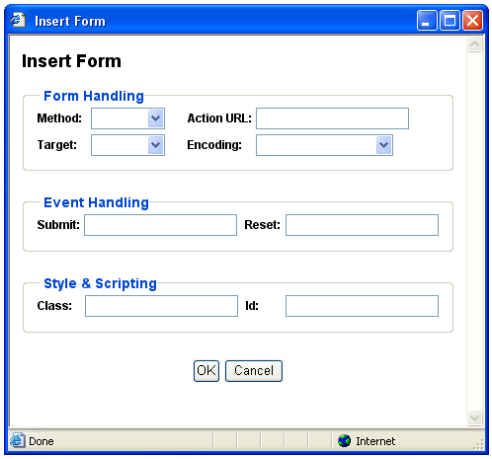
Your web browser may not support selection of cells across rows properly as a square of selected cells. Some additional cells to the left and right of the intended square of cells selection may be selected as well. The Asbru Web Content Editor adjusts this non-square cell selection by ignoring any selected cells outside the square of selected cells defined by the top-left and the bottom-right selected cells.

2.5.7 Form Editing

2.5.7.1 Insert Form

Asbru Web Content Editor v2+ only.

Select the Insert Form toolbar button to insert a form in the work area. The following screen will appear:



- Method
  Method used to submit form data to the web server. GET (default) submits data as part of the URL web address. POST submits data as attachments and is required for file upload and larger amounts of data.

- Action URL
  Website address to which the form data is submitted.

- Encoding
  Encoding format for form data when submitted to the web server. The default encoding is "URL encoded". "Multi-part form-data" encoding is required for file upload.

- Target
  Defines how the submitted form is to be opened.

    - Same Window (_self)
      The form will be opened in the current window.

    - Parent Window (_parent)
      The form will be opened in the parent window.

    - Browser Window (_top)
      The form will be opened on the top level of the window.

    - New Window (_blank)
      The form will be opened in a new window.

- Submit
  Javascript event handler triggered when the form is submitted.

- Reset
  Javascript event handler triggered when the form is reset.

- Id
  Unique HTML code id for use with Javascript.

- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the form into the web editor work area.

2.5.7.2 Insert Button

Asbru Web Content Editor v2+ only.

Select one of the Insert Button toolbar buttons to insert a button of that type in the work area. The following screen will appear:

- Name
  Name of parameter submitted to the web server.

- Value
  Value of parameter submitted to the web server.

- Type
  Type of button to be inserted:
  - Submit
    Submits the form to the web server.

  - Button
    Does not do anything unless used with Javascript event handler.

  - Reset
    Resets the form to the default values.

- Image
  Submits the form to the web server.

- Click
  Javascript event handler triggered when the button is clicked.

- Image URL
  Website address for image to be used for image button.

- Image Align
  Alignment of image in relation to surrounding text.

- Id
  Unique HTML code id for use with Javascript.

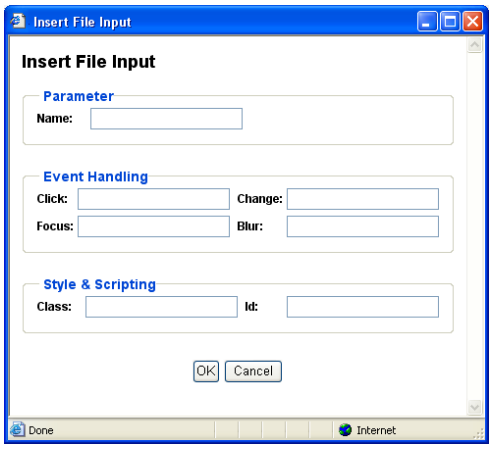
- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the button into the web editor work area.

2.5.7.3 Insert File Input

Asbru Web Content Editor v2+ only.

Select the Insert File Input toolbar button to insert a file selector button for file upload to the web server in the work area. The following screen will appear:



- Name
  Name of parameter submitted to the web server.

- Value
  Default value of parameter submitted to the web server.

- Click
  Javascript event handler triggered when the file input field/button is clicked.

- Change
  Javascript event handler triggered when the file input is changed.

- Focus
  Javascript event handler triggered when the file input is focused.

- Blur
  Javascript event handler triggered when focus is removed from the file input.

- Id
  Unique HTML code id for use with Javascript.

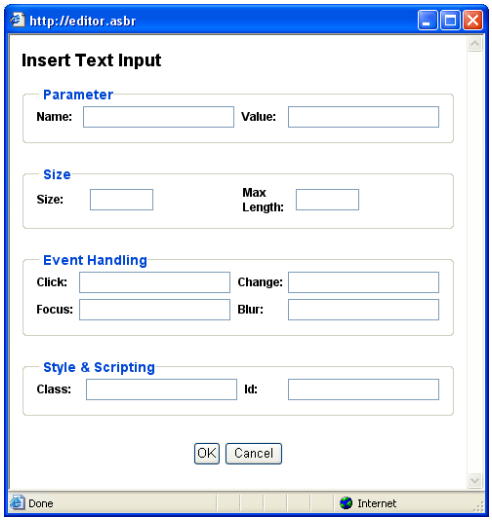
- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the file input field/button into the web editor work area.

2.5.7.4 Insert Text Input

Asbru Web Content Editor v2+ only.

Select the Insert Text Input toolbar button to insert a text input field in the work area. The following screen will appear:



- Name
  Name of parameter submitted to the web server.

- Value
  Default value of parameter submitted to the web server.

- Size
  Display size of input field.

- Max Length
  Maximum number of characters to be entered into the input field.

- Click
  Javascript event handler triggered when the input field is clicked.

- Change
  Javascript event handler triggered when the input field is changed.

- Focus
  Javascript event handler triggered when the input field is focused.

- Blur
  Javascript event handler triggered when focus is removed from the input field.

- Id
  Unique HTML code id for use with Javascript.

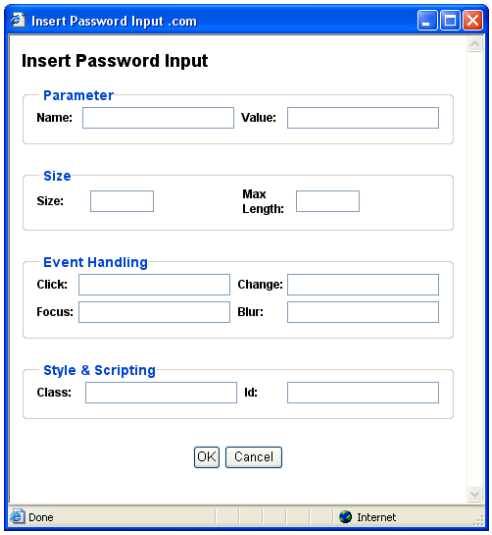
- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the input field into the web editor work area.

2.5.7.5 Insert Password Input

Asbru Web Content Editor v2+ only.

Select the Insert Password Input toolbar button to insert a password input field in the work area. The following screen will appear:



- Name
  Name of parameter submitted to the web server.

- Value
  Default value of parameter submitted to the web server.

- Size
  Display size of input field.

- Max Length
  Maximum number of characters to be entered into the input field.

- Click
  Javascript event handler triggered when the input field is clicked.

- Change
  Javascript event handler triggered when the input field is changed.

- Focus
  Javascript event handler triggered when the input field is focused.

- Blur
  Javascript event handler triggered when focus is removed from the input field.

- Id
  Unique HTML code id for use with Javascript.

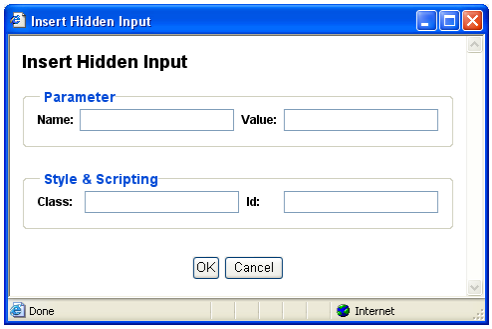
- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the input field into the web editor work area.

2.5.7.6 Insert Hidden Input

Asbru Web Content Editor v2+ only.

Select the Insert Hidden Input toolbar button to insert a hidden input field in the work area. The following screen will appear:



- Name
  Name of parameter submitted to the web server.

- Value
  Default value of parameter submitted to the web server.

- Id
  Unique HTML code id for use with Javascript.

- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the input field into the web editor work area.

2.5.7.7 Insert Text Area Input

Asbru Web Content Editor v2+ only.

Select the Insert Text Area Input toolbar button to insert a text area input field in the work area. The following screen will appear:

- Name
  Name of parameter submitted to the web server.

- Wrap
  Defines if and how content entered into the text area input should be word wrapped with automatic insertion of line breaks:
  - Off
    Do not wrap.

  - Soft / Virtual
    Display automatic word wrapping but do not submit automatic word wrapping to the web server.

  - Hard / Physical
    Display and submit automatic word wrapping to the web server.

- Columns
  Width of the input field.

- Rows
  Height the input field.

- Click
  Javascript event handler triggered when the input field is clicked.

- Change
  Javascript event handler triggered when the input field is changed.

- Focus
  Javascript event handler triggered when the input field is focused.

- Blur
  Javascript event handler triggered when focus is removed from the input field.

- Id
  Unique HTML code id for use with Javascript.

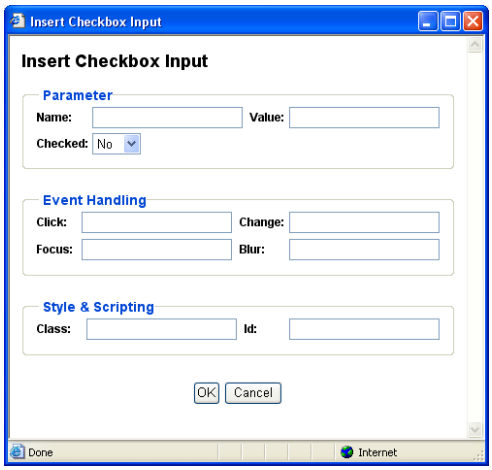
- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the input field into the web editor work area.

2.5.7.8 Insert Checkbox

Asbru Web Content Editor v2+ only.

Select the Insert Checkbox toolbar button to insert a checkbox input field in the work area. The following screen will appear:



- Name
  Name of parameter submitted to the web server.

- Value
  Default value of parameter submitted to the web server.

- Checked
  Default state of input field.

- Click
  Javascript event handler triggered when the input field is clicked.

- Change
  Javascript event handler triggered when the input field is changed.

- Focus
  Javascript event handler triggered when the input field is focused.

- Blur
  Javascript event handler triggered when focus is removed from the input field.

- Id
  Unique HTML code id for use with Javascript.

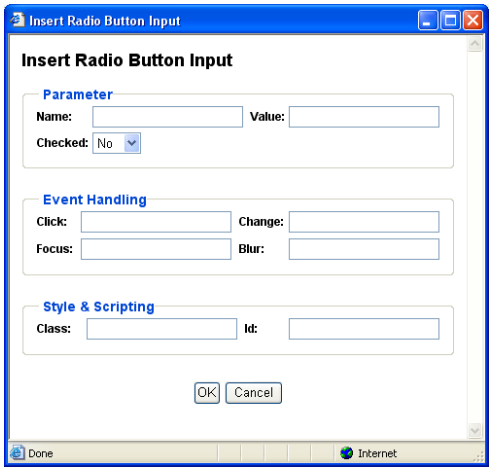
- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the input field into the web editor work area.

2.5.7.9 Insert Radio Button

Asbru Web Content Editor v2+ only.

Select the Insert Radio Button toolbar button to insert a radio button input field in the work area. The following screen will appear:



- Name
  Name of parameter submitted to the web server.

- Value
  Default value of parameter submitted to the web server.

- Checked
  Default state of input field.

- Click
  Javascript event handler triggered when the input field is clicked.

- Change
  Javascript event handler triggered when the input field is changed.

- Focus
  Javascript event handler triggered when the input field is focused.

- Blur
  Javascript event handler triggered when focus is removed from the input field.

- Id
  Unique HTML code id for use with Javascript.

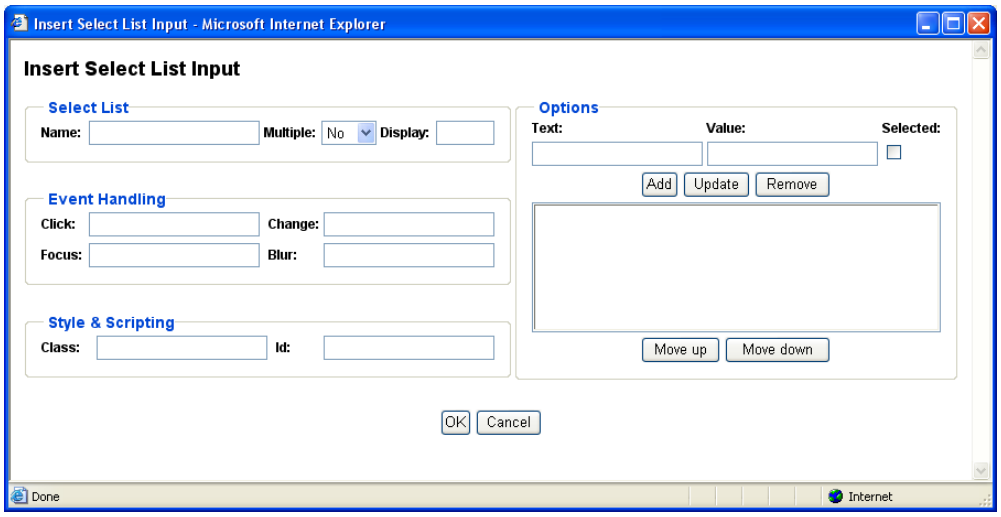
- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the input field into the web editor work area.

2.5.7.10 Insert Select List

Asbru Web Content Editor v2+ only.

Select the Insert Select List toolbar button to insert a select list input field in the work area. The following screen will appear:



- Name
  Name of parameter submitted to the web server.

- Multiple
  Define if users can select multiple options or only a single option.

- Display
  Number of options to be displayed (default 1).

- Options
  Define the options which users can select from:
  - Text
    Label to be displayed for option.

  - Value
    Value submitted to the web server if selected.

  - Selected
    Define if option should be selected as default.

  - Add
    Add entered Text and Value as option.

  - Update
    Change selected option to entered Text and Value

  - Delete
    Delete selected option.

  - Move Up
    Move selected option up.

  - Move Down
    Move selected option down.

- Click
  Javascript event handler triggered when the input field is clicked.

- Change
  Javascript event handler triggered when the input field is changed.

- Focus
  Javascript event handler triggered when the input field is focused.

- Blur
  Javascript event handler triggered when focus is removed from the input field.

- Id
  Unique HTML code id for use with Javascript.

- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the input field into the web editor work area.

2.5.8 Positioning

2.5.8.1 Absolute Positioning

Asbru Web Content Editor v2+ only.

Select a positionable content element or place the caret/cursor inside a positionable content element and select the Absolute Positioning toolbar button to toggle absolute positioning for the selected content element.

Positionable content elements include images, tables, P and DIV tags, IFRAMEs, form input fields and OBJECTs (Flash and Java applets).

2.5.8.2 Bring Forwards

Asbru Web Content Editor v2+ only.

Bring the currently selected absolute positioning enabled content element further forwards in front of other absolute positioning content elements.

2.5.8.3 Send Backwards

Asbru Web Content Editor v2+ only.

Send the currently selected absolute positioning enabled content element further backwards behind of other absolute positioning content elements.

2.5.8.4 Bring To Front

Asbru Web Content Editor v2+ only.

Bring the currently selected absolute positioning enabled content element in front of all other absolute positioning content elements.

2.5.8.5 Send To Back

Asbru Web Content Editor v2+ only.

Send the currently selected absolute positioning enabled content element behind of all other absolute positioning content elements.

2.5.8.6 Bring Above Text

Asbru Web Content Editor v2+ only.

Bring the currently selected absolute positioning enabled content element in front of the general page content.

Microsoft Internet Explorer for Windows only. Mozilla/Netscape content is always above text or invisible.

2.5.8.7 Send Below Text

Asbru Web Content Editor v2+ only.

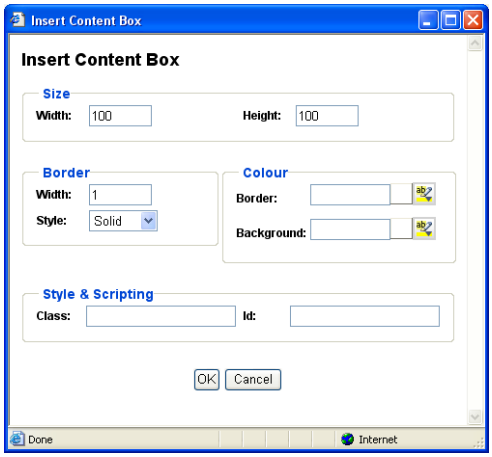
Send the currently selected absolute positioning enabled content element behind of the general page content.

Microsoft Internet Explorer for Windows only. Mozilla/Netscape content is always above text or invisible.

2.5.8.8 Insert Box

Asbru Web Content Editor v2+ only.

Select the Insert Box toolbar button to insert an absolute positioning content box in the work area. The following screen will appear:



- Width
  Enter the width of the box as a percentage (for example “100%”) or in pixels (for example “100” pixels).

- Height
  Enter the height of the box as a percentage (for example “100%”) or in pixels (for example “100” pixels.

- Border Width
  Enter the border width in pixels. If you enter 0 there will be no border. If you leave it blank the browser will determine the border width.

- Border Style
  Select the border style to be used for the box.

- Border Colour
  Enter the border colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Background Colour
  Enter the background colour as an html colour name or as an html colour code. The actual colour is displayed in the square next to the input field. Select the colour square for access to the colour selector.

- Id
  Unique HTML code id for use with Javascript.

- Class
  HTML class name for use with CSS style sheet.

Select OK to insert the content box into the web editor work area.

2.5.9 Special

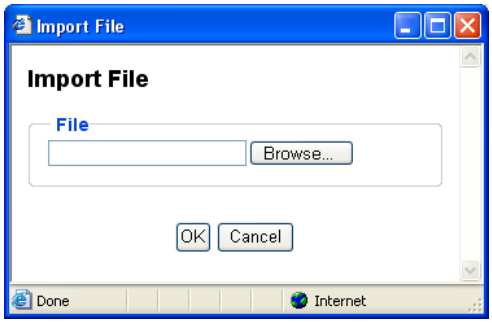
2.5.9.1 Help

Select the Help toolbar button when you need help and a help screen will open.

2.5.9.2 Import File

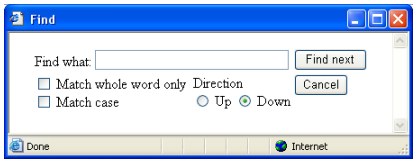
Asbru Web Content Editor v2 only.

Select the Import File toolbar button to upload and import a text or HTML format file from your local computer to the web editor work area. The imported file will replace the current content in the web editor work area.



2.5.9.3 Find

To search for characters in the work area select the Find toolbar button. The following sub-session will appear. Type the characters in the Find what field and select additional search criteria.



Select the Find Next button to search the work area or select Cancel.

Your web browser may not support this functionality, in which case you will be prompted to use your web browser's menu/keyboard functionality for this instead.

2.5.9.4 Insert Print Page Break

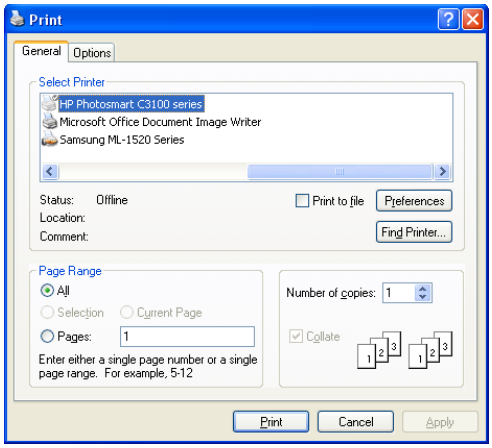
Asbru Web Content Editor v2+ only.

Position the claret/cursor where you want to define a page break (when the content is printed) and select the Insert Print Page Break button to insert a (hidden) print page break code into the web editor work area.

2.5.9.5 Print

Asbru Web Content Editor v2 only.

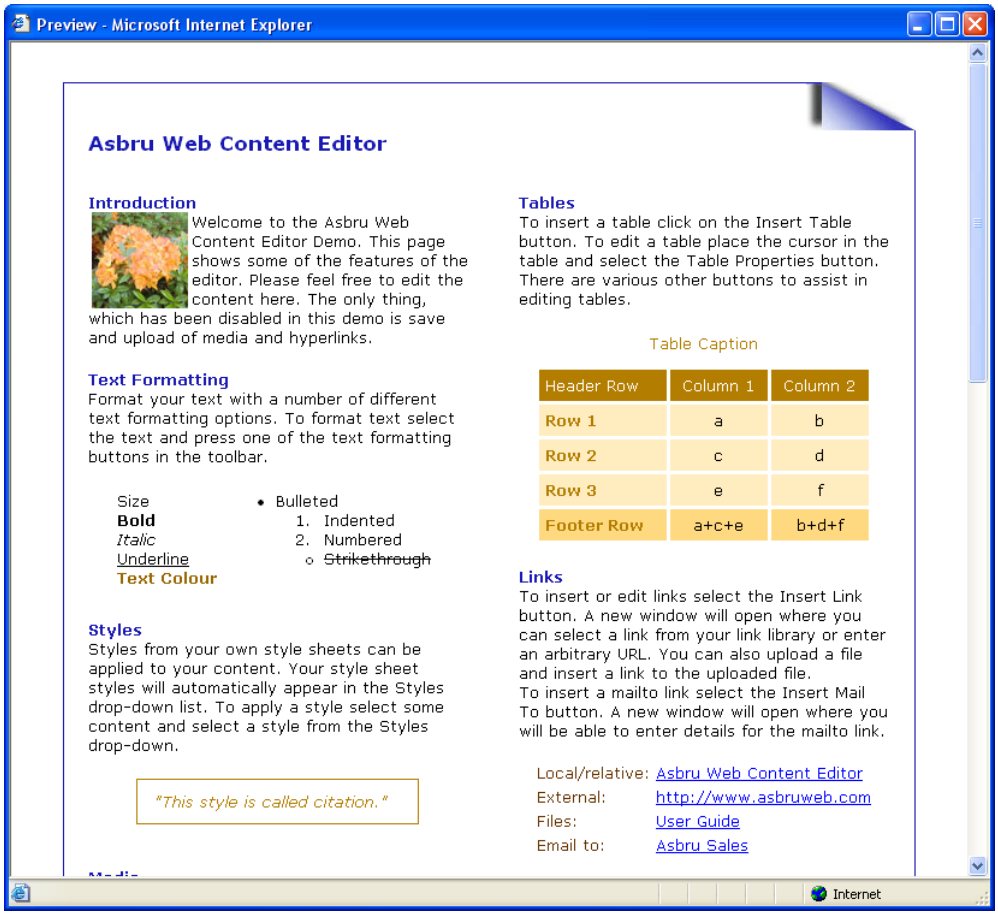
To print the content in the work area select the Print toolbar button. This will open your web browser's Print dialog window. Please see your web browser and operating system documentation for details on the Print dialog window.



2.5.9.6 Preview

Asbru Web Content Editor v2 only.

To preview the content in the work area select the Preview toolbar button. This will open a new web browser window with the content from the web editor work area.



2.5.9.7 Save / Submit

Asbru Web Content Editor v2 only.

To save the content in the work area, select the Save toolbar button. This will submit the web page form, which the web editor work area is part of, to the web server.

2.5.9.8 Show Details

Asbru Web Content Editor v1 only.

Select the Show Details toolbar button to see formatting marks and hidden text.

2.5.9.9 Show Hidden Details

Asbru Web Content Editor v2+ only.

Select the Show WYSIWYG / Plain toolbar button to see toggle between displaying the content in WYSIWYG (What-You-See-Is-What-You-Get) and Plain modes.

- WYSIWYG mode - displays content (approximately) as it will be displayed on your websites including application of Style Sheet formatting.

- Plain mode – displays content with table border, image and form outlines and without application of Style Sheet formatting.

2.5.9.10 Show HTML

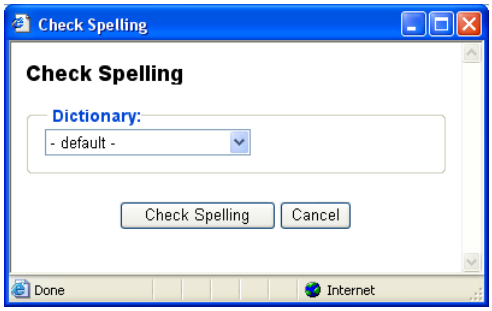
Select the Show HTML toolbar button to see and edit the primary content as HTML code in the work area.

2.5.9.11 Check Spelling

Asbru Web Content Editor v2 only.

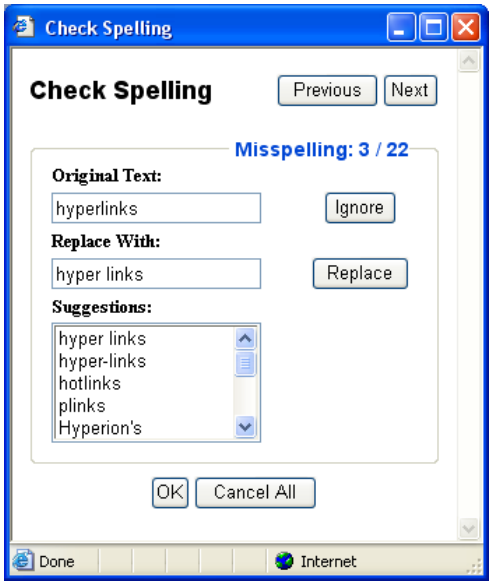
Select the Check Spelling toolbar button to check the spelling of the content in the currently selected web content editor input field. This will open a new web browser window.

Depending on how your system has been configured, you may have access to select which dictionary to use for the spell checking. Alternatively, your system may have been configured to always use a specific dictionary.



Spell checking your web content may take a little while depending on the size of your content and the size of the dictionary used for the spell checking.

When you web content has been spell checked any identified misspellings would be displayed with a number of suggestions for corrections. Please note that any identified misspellings and suggestions may be wrong. You should never simply accept all spell checking suggestions.



The total number of identified misspellings and details of the currently select misspelling are displayed.

- Previous
  Displays the details of the previous identified misspelling.

- Next
  Displays the details of the next identified misspelling.

The misspelling is also highlighted and focused in the web content editor input field if possible – i.e. if the misspelling is not in hidden text in the web content.

A number of suggestions for replacements of the original text may be listed. As default the best suggestion is selected automatically or you can select any of the other listed suggestions or enter your own correction manually.

- Ignore
  Skips the current misspelling without making any changes to your web content and displays the next misspelling.

- Replace
  Replaces the identified misspelling in your web content with the selected/entered correction and displays the next misspelling.

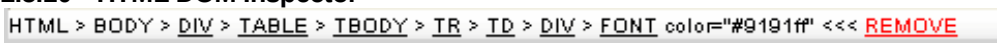
When done with the spell checking please select “OK” or “Cancel” to return to the web content editor input field.

- OK
  Applies your spell checking corrections to your web content.

- Cancel All
  Undo all your spell checking corrections.

Please note that you should not simply close the spell checking window as this may leave some of your web content highlighted.

2.5.10 HTML DOM Inspector



Asbru Web Content Editor v2 only.

Additionally, a HTML DOM Inspector may be displayed below your editable web content.

The HTML DOM Inspector displays the hierarchy of HTML codes the currently selected content is located within. The HTML attributes of the innermost surrounding HTML code are also displayed. In the example graphic above, the currently selected content is enclosed by a FONT code with the attribute "size=4", which in turn is enclosed by a STRONG code etc.

Each of the displayed surrounding HTML codes may be clicked to make that content block the currently selected content in the web content editor. In the example graphic above, the TABLE link may be clicked to make the entire table the currently selected content.

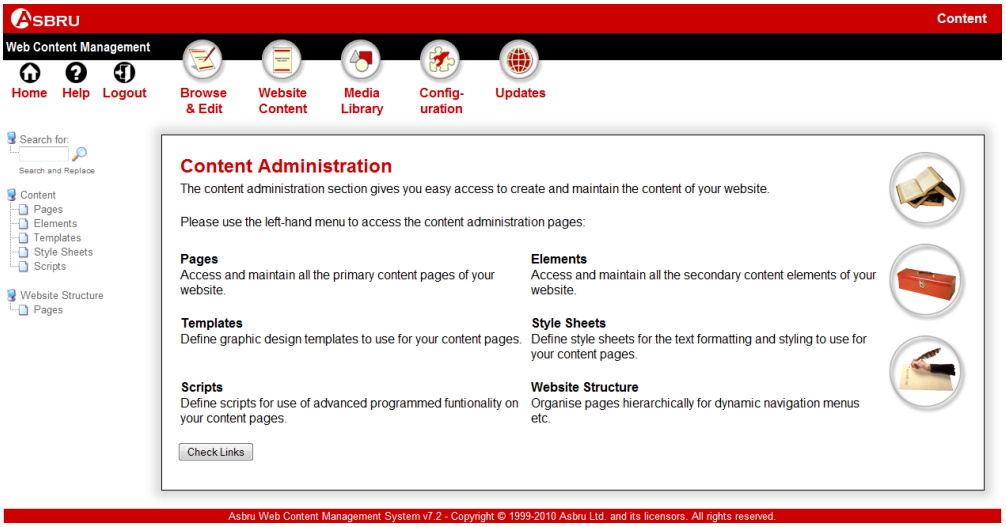
The HTML DOM Inspector may also display a "REMOVE" link, which deletes the innermost HTML code surrounding the currently selected content. In the example graphic above, "REMOVE" will delete the FONT code, which encloses the currently selected content.

2.6 Content Administration

For full access to manage your website content pages, elements, templates and style sheets you should use the Content Administration section of the Asbru Web Content Management system. You can access the Content Administration section through the Website Content link in the toolbar on any of the Asbru Web Content Management administration web pages.

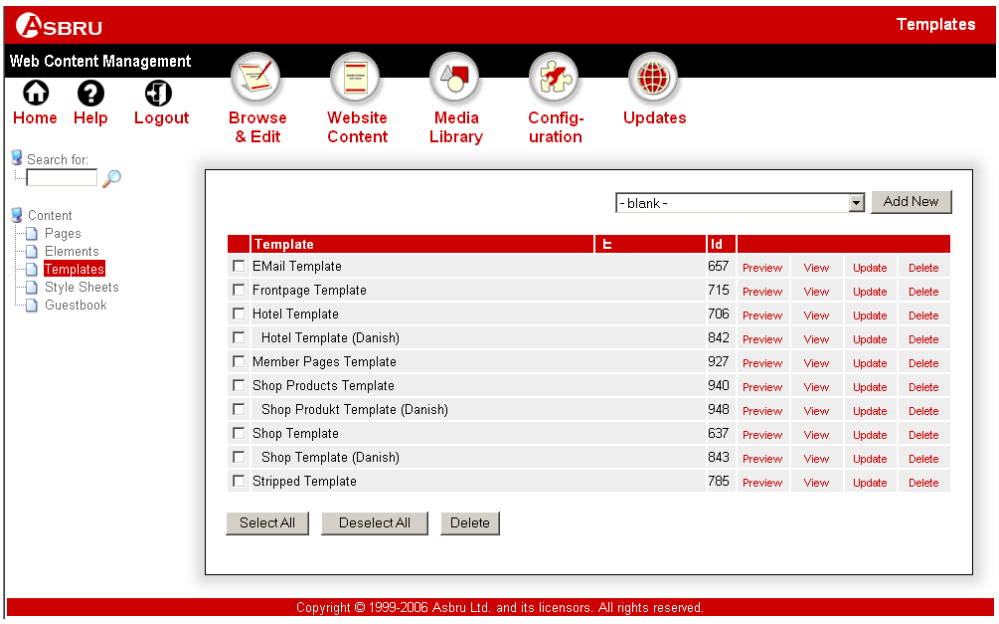
The main page of the Content Administration section gives you access to manage the Pages, Elements, Templates, Style Sheets, Scripts and Packages as well as the Website Structure through the left-hand menu.

The main page of the Content Administration section also gives you access to check links to other content items and to other websites on all your Pages by selecting the "Check Links" button. This will generate a report page listing all your content items with warnings about any non-working links they may contain as well as indication of "orphan" content items, which do not seem to be used for anything on your website (but seemingly "orphan" content items may be used by special codes on the website or may used by links from external websites).



2.6.1 General

When you select first Content menu item in the main page of the Content Administration section you will see the Content Administration section web page for all content classes. When you select Pages, Elements, Templates, Style Sheets, Scripts or one of the Packages (if any) in the main page of the Content Administration section you will see the Content Administration section web page for your selected content class. The Content Administration web pages for Pages, Elements, Templates, Style Sheets, Scripts and Packages are similar. The similarities are described below. The functionality that differs for Pages, Elements, Templates, Style Sheets, Scripts and Packages is described in detail in the following sections.



2.6.1.1 Index

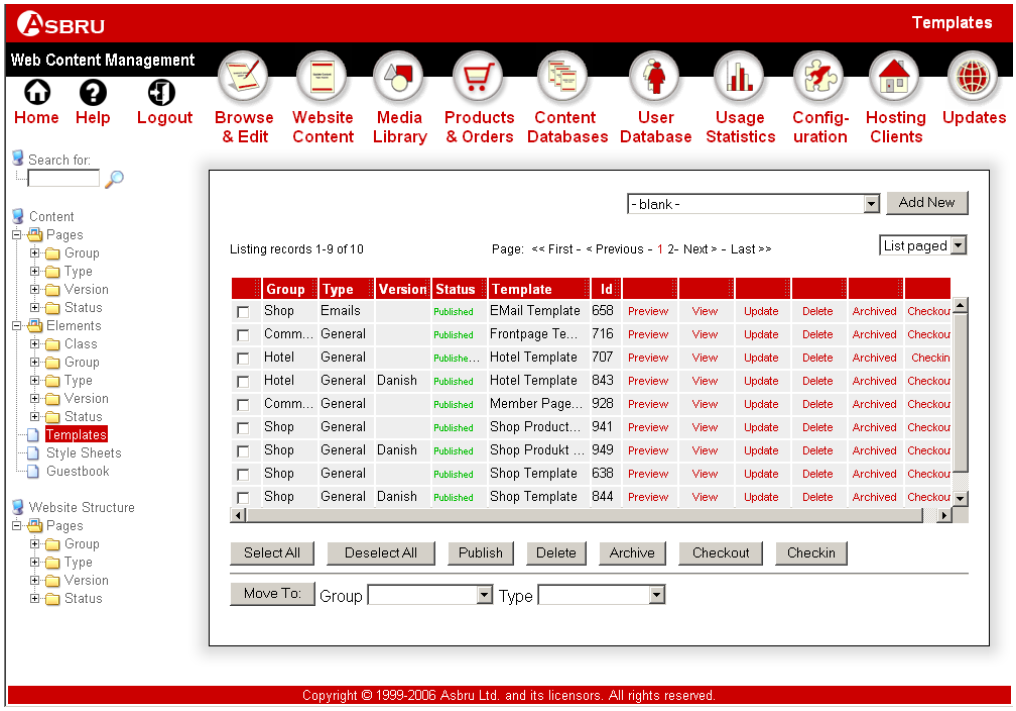
The main page for each sub-section is an index listing all the accessible content ordered by title with links for each content item as described in the following sections.

As default the index page displays content items “paged” with a limited number of content items visible at a time. Alternatively, a select-box gives access to “List all” content items on

2.6.1.1.1 List paged

Content items are always ordered alphabetically by the content item title. Select the First, Previous, Next, Last and page number links or use the scrollbar to browse through the content items.

All text may not be visible in the default width columns. The full text is displayed by the web browser when the cursor is held over the text. Alternatively, the column widths can be resized by dragging the space between the column headers left and right.

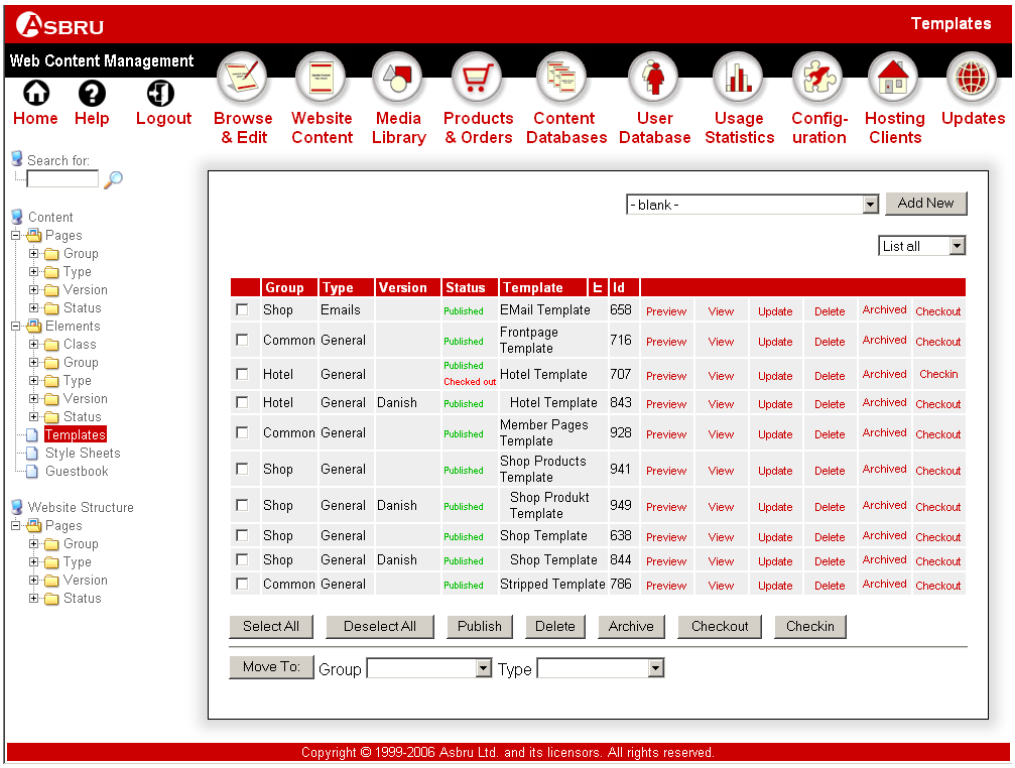


2.6.1.1.2 List all

As default content items which depend on another content item are displayed indented immediately below the "parent" content item, if the Content Versions and/or Content Relations features are enabled and used (Please see 3.18 Multi-Lingual and Other Multi-Version Content and 3.19 Content Relations for details). Alternative version content items are displayed indented directly below the default/master content item. Content items with Page Up Content Relations are displayed indented directly below the Page Up content item.

Select any of the index listing column heading texts such as Page and Id to sort the listed content items by the selected column. Select the hierarchy symbol (to the left of the Id

column) to list the content items using the default order with related content items indented immediately below the "parent" content item.



2.6.1.2 Preview

The Preview link opens a new web browser window where the content item is displayed as it looks on the public website when it is published. Please close the new web browser window to return to the Content Administration web page.

2.6.1.3 View

The View link displays the content item and its attributes and settings in the Asbru Web Content Management system.

2.6.1.4 Update

The Update link opens the content item in the content editor with access to update it.

2.6.1.5 Delete

The Delete link displays the content item and gives access to confirm to delete the content item.

2.6.1.6 Select All

Selects all content items by checking the box next to the left of each content item.

2.6.1.7 Deselect All

Deselects all content items by checking the box next to the left of each content item.

2.6.1.8 Delete (selected)

The Delete (selected) button deletes all content items selected by checking the box to the left of each content item.

2.6.1.9 Add New

Finally, the index listing includes access to create new content items.

To the right above the content listing items a content list and an Add New button may be displayed. These give access to select an existing content item and create a new content item as a copy of the selected existing content item. Usually, you would always use this method to add new content items to quickly set the correct attributes and settings for your new content item.

2.6.2 Pages

Pages are the main content of your website. Page content is usually the primary content of your website pages and the reason why your users access your web page.

As default the Asbru Web Content Management system includes example pages, which can be edited and re-used.

You use the Content Editor to create and update Page content consisting of formatted text, images, files and links (Please see 2.5 Content Editor for details).

2.6.3 Elements

Elements are the secondary content of your website. Element content is usually additional content of your website pages like your website navigation menus, toolbars, banners and news etc.

You use the content editor to create and update Elements consisting of formatted text, images, files and links (Please see 2.5 Content Editor for details).

As default the Asbru Web Content Management system includes example elements, which all the example templates and pages use. The predefined element classes are: banner, logo, menu, news and toolbar. Please see 3.5 Page-Specific Additional Content Elements for details on how to define which Elements to display for each Template and each Page. Please see 3.3.2 Content Pages and Elements for details on how to define your own Element classes.

2.6.4 Templates

Templates define the overall graphic design, page layout and content of all your website pages. Templates define where and how the primary Page content and the additional Element contents are displayed on your web pages.

You use the content editor to create and update Templates content consisting of formatted text, images, files and links (Please see 2.5 Content Editor for details).

In addition to the ordinary Template content formatted text, images, files and links, a Template must define where the Page and Elements contents are to be inserted into the Template when a user views a web page. This is done using simple special text codes in the Template content. When a user views a web page the simple special text codes are replaced with the actual Page and Elements content:

- @@@title@@@
  Defines where the Page title is to be displayed.

- @@@content@@@
  Defines where the Page content is to be displayed.

- @@@summary@@@
  Defines where the Page summary is to be displayed.

- @@@filename@@@
  Defines where the Page filename (if any) is to be displayed.

- @@@image1@@@
  Defines where the Page image1 content item id is to be inserted.

- @@@image2@@@
  Defines where the Page image2 content item id is to be inserted.

- @@@image3@@@
  Defines where the Page image3 content item id is to be inserted.

- @@@file1@@@
  Defines where the Page file1 content item id is to be inserted.

- @@@file2@@@
  Defines where the Page file2 content item id is to be inserted.

- @@@file3@@@
  Defines where the Page file3 content item id is to be inserted.

- @@@link1@@@
  Defines where the Page link1 content item id is to be inserted.

- @@@link2@@@
  Defines where the Page link2 content item id is to be inserted.

- @@@link3@@@
  Defines where the Page link3 content item id is to be inserted.

- @@@menu.title@@@
  Defines where the “menu” Element title is to be displayed.

- @@@menu.content@@@
  Defines where the “menu” Element content is to be displayed.

- @@@logo.title@@@
  Defines where the “logo” Element title is to be displayed.

- @@@logo.content@@@
  Defines where the “logo” Element content is to be displayed.

- @@@news.title@@@
  Defines where the “news” Element title is to be displayed.

- @@@news.content@@@
  Defines where the “news” Element content is to be displayed.

- @@@banner.title@@@
  Defines where the “banner” Element title is to be displayed.

- @@@banner.content@@@
  Defines where the “banner” Element content is to be displayed.

- @@@now:format=FORMAT@@@
  Defines where the current web server date/time is to be displayed in the given format (replace "FORMAT" with a date format - please see 3.22.9 Date Formatting for details).

- ###NAME###
  Defines where the value of the website address (URL) parameter or the posted web form data with the given name is to be displayed. For example “###id###” or “###search###”.

- ###NAME.text###
  Defines where the value of the website address (URL) parameter or the posted web form data with the given name is to be displayed as simple text content.

- ###NAME.html###
  Defines where the value of the website address (URL) parameter or the posted web form data with the given name is to be displayed as HTML encoded content.

- ###NAME.script###
  Defines where the value of the website address (URL) parameter or the posted web form data with the given name is to be displayed as Javascript encoded content.

- @@@url@@@
  Defines where the full website address (URL) of the viewed web page is to be displayed. For example displaying
  “http://www.yourwebsite.com/page.aspx?id=123&version=English” for the web page
  “http://www.yourwebsite.com/page.aspx?id=123&version=English”.

- @@@url:NAME=VALUE&NAME=VALUE@@@
  Defines where the full website address (URL) of the viewed web page with the given additional query parameters added is to be displayed. For example
  “@@@url:stylesheet=123&template=456@@@“ for the web page
  “http://www.yourwebsite.com/page.aspx?id=123&version=English” to display
  “http://www.yourwebsite.com/page.aspx?id=123&version=English&stylesheet=123&template=456”.

- @@@urlpath@@@
  Defines where the path part of the website address (URL) of the viewed web page is to be displayed. For example displaying "/page.aspx" for the web page "http://www.yourwebsite.com/page.aspx?id=123&version=English".

- @@@urlpath:NAME=VALUE&NAME=VALUE@@@
  Defines where the path part of the website address (URL) of the viewed web page with the given additional query parameters added is to be displayed. For example "@@@urlpath:stylesheet=123&template=456@@@" for the web page "http://www.yourwebsite.com/page.aspx?id=123&version=English" to display "/page.aspx?stylesheet=123&template=456".

- @@@urlquery@@@
  Defines where the query part of the website address (URL) of the viewed web page is to be displayed. For example displaying "id=123&version=English" for the web page "http://www.yourwebsite.com/page.aspx?id=123&version=English".

- @@@urlquery:NAME=VALUE&NAME=VALUE@@@
  Defines where the query part of the website address (URL) of the viewed web page with the given additional query parameters added is to be displayed. For example "@@@urlquery:stylesheet=123&template=456@@@" for the web page "http://www.yourwebsite.com/page.aspx?id=123&version=English" to display "id=123&version=English& stylesheet=123&template=456".

- @@@urlpathquery@@@
  Defines where the path and query parts of the website address (URL) of the viewed web page is to be displayed. For example displaying "/page.aspx?id=123&version=English" for the web page "http://www.yourwebsite.com/page.aspx?id=123&version=English".

- @@@urlpathquery:NAME=VALUE&NAME=VALUE@@@
  Defines where the path and query parts of the website address (URL) of the viewed web page with the given additional query parameters added is to be displayed. For example "@@@urlpathquery:stylesheet=123&template=456@@@" for the web page "http://www.yourwebsite.com/page.aspx?id=123&version=English" to display "/page.aspx?id=123&version=English&stylesheet=123&template=456".

- @@@include:ID.title@@@
  Where "ID" must be replaced with the id of a content item (as displayed on the content administration index pages), defines where the specified content item title is to be displayed.

- @@@include:ID.content@@@
  Where "ID" must be replaced with the id of a content item (as displayed on the content administration index pages), defines where the specified content item content is to be displayed. Special codes in the included content will be parsed after they are inserted into the page. For example "@@@created@@@" in the included content will be replaced with the page's created time - not the included content item's created time.

- @@@include:ID.body@@@
  Where "ID" must be replaced with the id of a content item (as displayed on the content

administration index pages), defines where the specified content item content is to be displayed. Special codes in the included content will be parsed before they are inserted into the page. For example "@@@created@@@" in the included content will be replaced with the included content item's created time - not the page's created time.

Optionally, content includes can be made conditional so that they are only displayed if a given condition is true. A content include can be made conditional by adding ":if:XXX=YYY" (replace "XXX" and "YYY" with a special code or simple text) as the last parameter after the other content include special codes described above (i.e. @@@include:ID.content:if:###id###=@@@ to only display the content if the "id" website address URL parameter is blank or does not exist). Please note that only content includes (@@@include:.....@@@) can be made conditional – the other special codes such as @@@title@@@ and @@@menu.content@@@ cannot be made conditional.

:if:XXX=YYY	Defines that the content include should only be displayed if "XXX" and "YYY" are the same.
:if:XXX!=YYY	Defines that the content include should only be displayed if "XXX" and "YYY" are different.

A Template does not need to include all or even any of the codes, but usually you would always want to include the @@@title@@@ and @@@content@@@ codes.

The number and classes of Elements are not fixed but can be configured completely to suit your requirements. If you define your own Element classes, simply use codes similar to the pre-defined codes listed above. For example, if you create a "signature" Element class, simply use @@@signature.title@@@ and @@@signature.content@@@ to define where the "signature" Element title and content is to be displayed in your Templates.

Please note that you must enter the Element names exactly as configured with lowercase/uppercase, spacing and punctuation etc.

As default all your web pages are displayed using the Default Template as configured for your website (Please see 1.3 Quickstart Configuration for details). If you do not want to use the same template for all your web pages, you can define which Template to use to display each Page (or Page Group or Page Type), if you enable the Presentation feature of the Asbru Web Content Management system (Please see 3.4 Page-Specific Presentation Templates and Style Sheets for details).

2.6.5 Style Sheets

Style Sheets define the overall style and presentation of the text and other content of all your website pages. Style Sheets define how different classes of text and other content are displayed on your web pages.

Use of Style Sheets is optional. Instead of and in addition to Style Sheets you can simply apply your preferred style and presentation directly to your content using the content editor.

You use a simple text editor to create and update Style Sheet content consisting of Cascading Style Sheets (CSS) rules. Creating and updating Style Sheets require some specialist

knowledge. Please see the Cascading Style Sheets (CSS) standards and other literature for details.

As default all your web pages are displayed using the Default Style Sheet as configured for your website (Please see 1.3 Quickstart Configuration for details). If you do not want to use the same style sheet for all your web pages, you can define which Style Sheet to use for each Page (or Page Group or Page Type), if you enable the Presentation feature of the Asbru Web Content Management system (Please see 3.4 Page-Specific Presentation Templates and Style Sheets for details).

2.6.6 Scripts

Scripts are Javascript program libraries and functions you can use on your website pages/templates for enhanced visual effects and content presentation as well as for advanced interactive website functionality.

Use of Scripts is optional. Instead of and in addition to Scripts you can simply enter your Javascript program code directly in content items' "Advanced Scripting" tab or directly in the content editor.

You use a simple text editor to create and update Scripts content consisting of Javascript program code. Creating and updating Scripts require some specialist knowledge. Please see the Javascript standards and other literature for details.

2.6.7 Packages

Packages are simply collections of related content items, which you may want to manage together. A Package can contain content items of different content classes, groups and types. The Packages index displays an additional column with each content item's content class.

2.6.8 Website Structure

Your website content pages can be ordered sequentially and hierarchically - for example to organise your website content pages into sections and sub-sections and pages etc. The website structure is defined by the individual content pages' Content Relations (Please see 3.19 Content Relations for details), and you edit these for the individual content pages. However, it will usually be easier to edit the content relations visually through the Website Structure left-hand menu links.

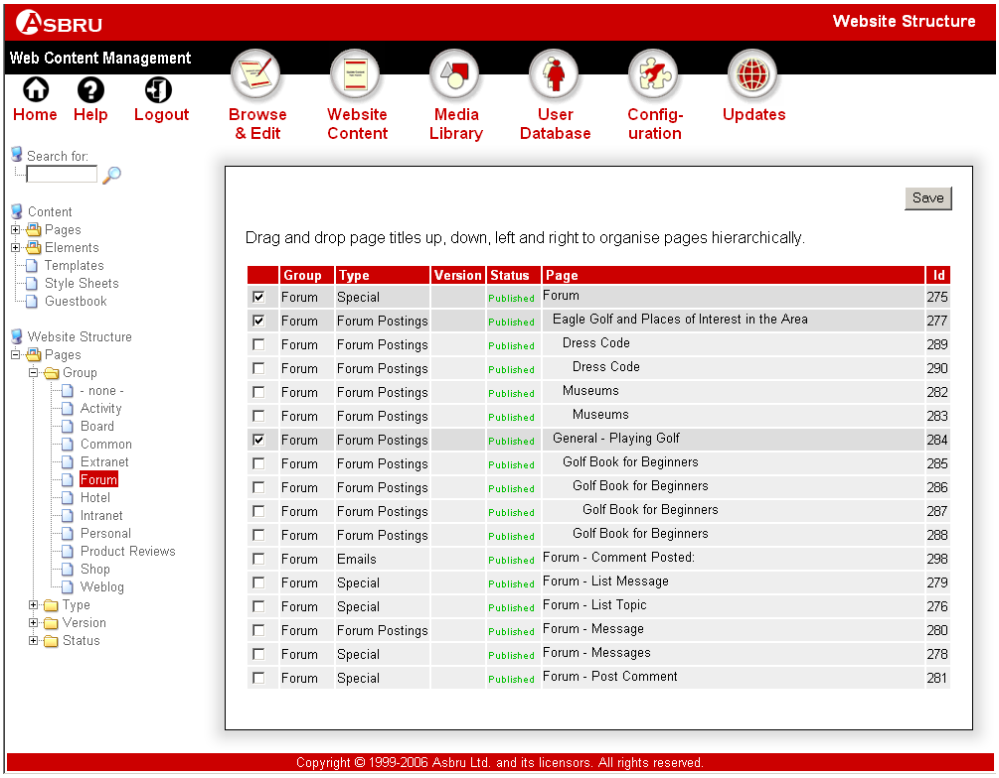
The Website Structure administration page only displays content pages which you have permission to update.

Content pages that are organised hiearchically are displayed with the "parent" content page first and its "child" content pages indented under it. The "child" content pages can have their own "child" content pages indented under them and so on. Click on a content page title and move it left/right (and up/down) to change its position in the hierarchy.
Content pages are also organised sequentially under each "parent" content page. The first content page in a sequence is displayed first followed by the next content page in the sequence displayed with the same indentation below it and so on. Click on a content page title and move it up/down to change its position in the sequence.

When you move a content page its "child" content pages (and their "child" content pages) will also be moved so they continue to be "child" content pages under the moved content page.

Some uses of content relations also use so-called "top" content pages to define a group/sub-tree of content pages - for example to define a website section's dynamic sub-menu's "root" page, or to define a "topic" on a message board. A content page's "parent" is the content page directly "above" it in the website structure. A content page's "top" (if any) is its "parent" or "grand-parent" or "grand-grand-parent" etc. content page. "Top" content pages are displayed with a darker grey background than the other content pages on the Website Structure administration page and the "checkboxes" to the left of "top" content pages' titles are "checked". "Check" the "checkbox" for a content page to define that that page is the "top" page for the content pages indented under it.

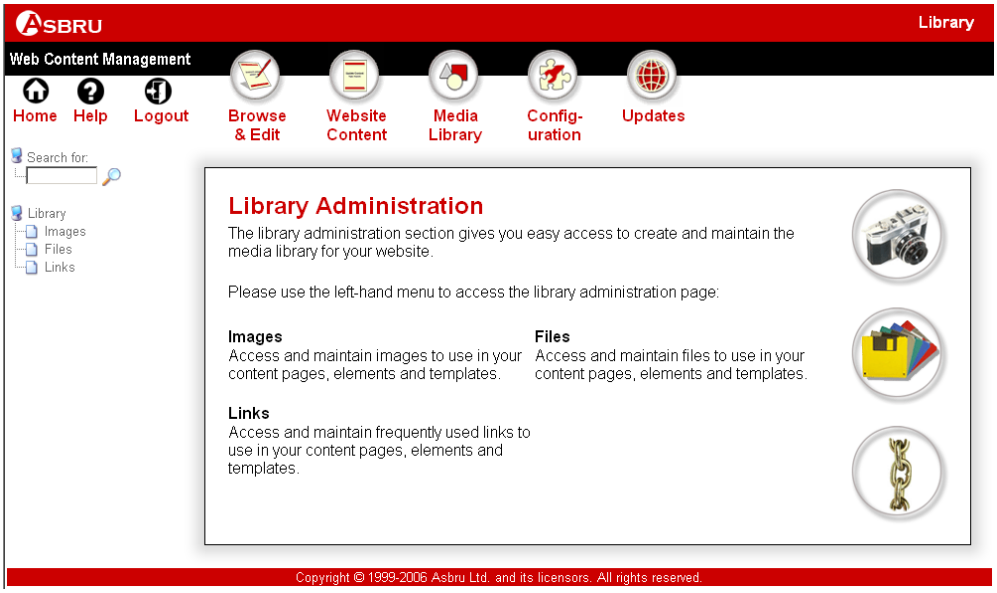
After reorganising the content pages you must select the Save button to save the changed content relations and for them to take effect on your website and for other website administrators in the web content management system.



2.7 Library Administration

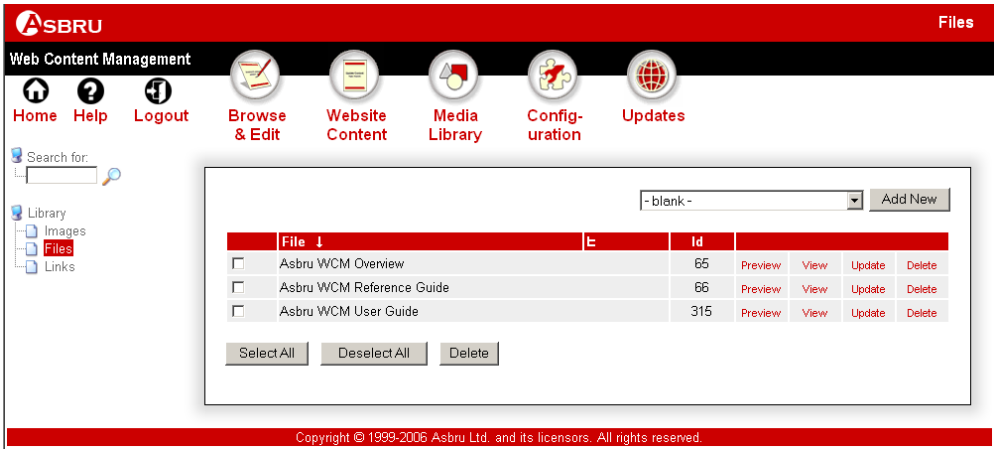
For full access to manage your website content images, files and links you should use the Library Administration section of the Asbru Web Content Management system. You can access the Library Administration section through the Media Library link in the toolbar on any of the administration web pages.

The main page of the Library Administration section gives you access to manage the Images, Files, Links and Packages through the left-hand menu.



2.7.1 General

When you select first Library menu item in the main page of the Library Administration section you will see the Library Administration section web page for all content categories. When you select Images, Files, Links or one of the Packages (if any) in the main page of the Content Administration section you will see the Library Administration section web page for your selected content class. The Library Administration web pages for Images, Files, Links and Packages are similar. The similarities are described below. The functionality that differs for Images, Files, Links and Packages is described in detail in the following sections.



2.7.1.1 Index

The main page for each sub-section is an index listing all the accessible content ordered by title with links for each content item as described in the following sections.

2.7.1.2 Preview
The Preview link opens a new web browser window where the content item is displayed as it looks on the public website if it is published. Please close the new web browser window to return to the Library Administration web page.

2.7.1.3 View
The View link displays the content item and its attributes and settings in the Asbru Web Content Management system.

2.7.1.4 Update
The Update link opens the content item in the content editor with access to update it.

2.7.1.5 Delete
The Delete link displays the content item and gives access to confirm to delete the content item.

2.7.1.6 Select All
Selects all content items by checking the box next to the left of each content item.

2.7.1.7 Deselect All
Deselects all content items by checking the box next to the left of each content item.

2.7.1.8 Delete (selected)
The Delete (selected) button deletes all content items selected by checking the box to the left of each content item.

2.7.1.9 Add New
Finally, the index listing includes access to create new content items.

To the right above the content listing items a content list and an Add New button may be displayed. These give access to select an existing content item and create a new content item as a copy of the selected existing content item. Usually, you would always use this method to add new content items to quickly set the correct attributes and settings for your new content item.

2.7.2 Images
Images are used on your pages, elements and templates as illustrations and general graphic design.

You use the content editor to create and update Image content (Please see 2.5 Content Editor for details). You will need to add the image file to the content input field. Select Browse to select a file from your local computer. Alternatively, if you have a recent version of the Flash pluing installed in your web browser you should have an additional “Choose Multiple Files” button next to the “Browse” button. Use this to select multiple files to be uploaded and added at the same time. When uploading and adding multiple files at the same time, the actual file names will be appended to the entered Title. Below the content input field there is a preview of the previously selected image. This preview will not be updated with your new image until you have saved your changes. Select Save to store the changes.
Please note that if you select one of the other “tabs” such as “Content Categories” after selecting multiple files, the files may be “unselected” with some web browser and Flash

versions. So you may need to check/set all other content attributes first, before selecting multiple files and "Save".

Please note that you cannot create and update the actual images directly through the Asbru Web Content Management system. You must use a separate image editor application to create and update the actual images before copying them to the Asbru Web Content Management system.

2.7.3 Files

Files are used for downloadable files and special types of content, which can be viewed using web browser plug-ins or external applications such as executable program files and Adobe Acrobat PDF and Microsoft Office documents etc.

You use the content editor to create and update File content (Please see 2.5 Content Editor for details). You will need to add the File to the content input field. Select Browse to select a file from your local computer. Alternatively, if you have a recent version of the Flash pluing installed in your web browser you should have an additional "Choose Multiple Files" button next to the "Browse" button. Use this to select multiple files to be uploaded and added at the same time. When uploading and adding multiple files at the same time, the actual file names will be appended to the entered Title. Select Save to store the changes.

Please note that you cannot create and update the actual files directly through the Asbru Web Content Management system. You must use a separate suitable application to create and update the actual files before copying them to the Asbru Web Content Management system.

2.7.4 Links

Links are used to link to other websites and web pages. Links do not have to be created as library items but can simply be created directly in the content editor when creating and updating content. However, it is easier and more efficient to manage frequently used and frequently changing links as Library Links.

You use the content editor to create and update Link content (Please see section 2.5 Content Editor for details). You will need to add the Link to the Link URL Address. Select Save to store your changes.

When a Library Link is updated it is automatically and instantly updated for all your Pages, Elements and Templates. Links created directly through the content editor must be updated through the content editor everywhere they are used if/when they change.

2.7.5 Packages

Packages are simply collections of related content items, which you may want to manage together. A Package can contain content items of different content classes, groups and types. The Packages index displays an additional column with each content item's content class.

2.8 Configuration

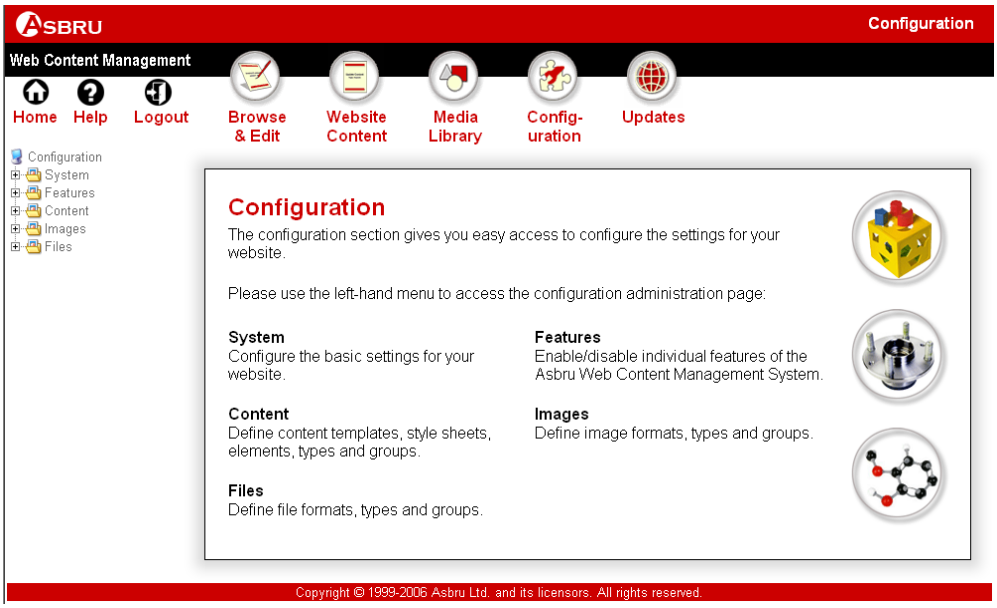
For full access to configure your website and the Asbru Web Content Management system you should use the Configuration section of the Asbru Web Content Management system. You can access the Configuration section through the Configuration link in the toolbar on all the Asbru Web Content Management administration web pages.

The main page of the Configuration section gives you access to manage the System, Features, Content, Images and Files configuration options through the left-hand menu.

The essential minimal configuration options to configure the System Database, License, Superadmin and Website have already been described previously. Please see 1.3 Quickstart Configuration for details.

The following sections describe additional basic configuration options.

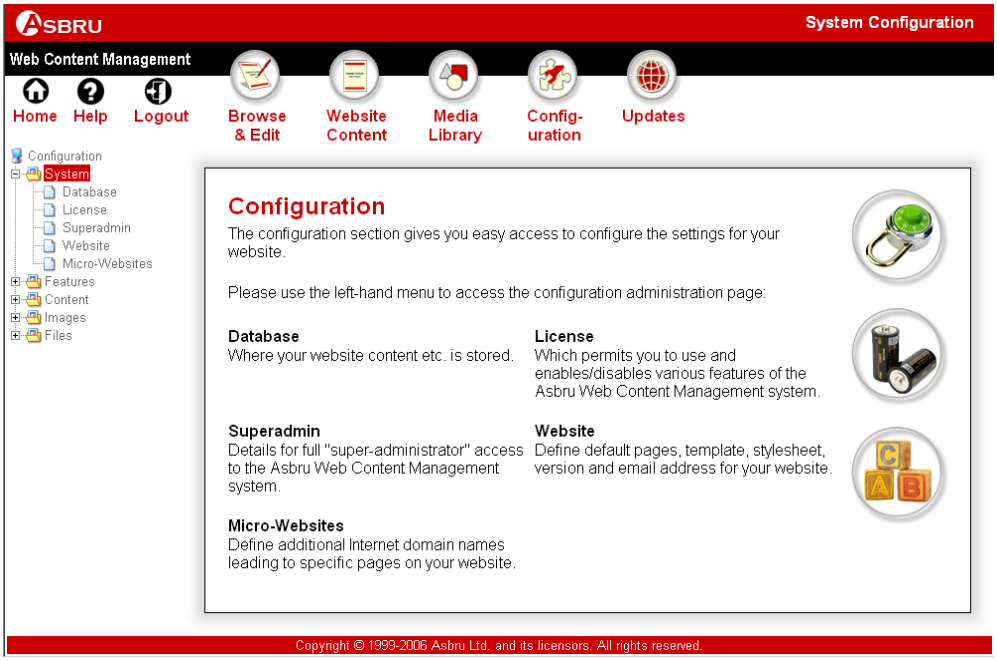
There are many further configuration options to customise the Asbru Web Content Management system and to enable additional features to suit your requirements. You can reconfigure the Asbru Web Content Management system and enable or disable features at any time – even after using the system extensively, so there is no need to enable features until you actually need them. Please see 3 Advanced Web Content Management for details.



2.8.1 System

The System Configuration gives you access to configure various basic settings for your website and the Asbru Web Content Management system.

Select the Configuration link in the toolbar on any of the administration web pages and then the System menu item link to access the System Configuration administration web pages.



2.8.1.1 Database

Everything in the Asbru Web Content Management system is database driven. The first essential configuration step is to configure, which database the Asbru Web Content Management system shall use. You must configure your database before using any other features of the Asbru Web Content Management system. Otherwise, anything you do may result in errors or may only be applied to a default temporary database and be lost when you configure your database.

2.8.1.1.1 Database Connection

Due to system differences the database configuration differs depending on which operating system, programming/scripting language and database product you use for your Asbru Web Content Management system. Please see 2.8.1.1.1.1 Database Connection for .NET, 2.8.1.1.1.2 Database Connection for JSP, or 2.8.1.1.1.3 Database Connection for PHP respectively for the programming/scripting language you use. Please also see 2.8.1.1.1.4 Microsoft Access Database File Configuration for additional information on using a Microsoft Access database file. Finally, please continue with 2.8.1.1.1.5 Database Connection String and 2.8.1.1.2 Initialis.

2.8.1.1.1.1 Database Connection for .NET

If your programming/scripting language is .NET you have the choice between accessing your database directly or through an ODBC Data Source Name (DSN).

Please see 2.8.1.1.1.4 Microsoft Access Database File Configuration to configure the Asbru Web Content Management system for direct access to a Microsoft Access database file.

The Asbru Web Content Management system can access all supported database products directly through a given database driver. To connect to your database directly, your web hosting provider must provide you with the name of your database instance as well as the

username and password to connect to your database instance. Your web hosting provider must also have installed and configured the native database driver to be used. Please note that default direct database driver configuration options are not provided for all database servers. For other database servers and drivers, please see your database server and database driver for database connection string details and simply put "access:", "mssql:", "mysql:", "oracle:", "db2:" or "pgsql:" infront of the database connection string.

The Asbru Web Content Management system can access all supported database products through an ODBC Data Source Name (DSN). To access the database through an ODBC Data Source Name (DSN) your web hosting provider must configure an ODBC Data Source Name (DSN) on your web/database server and provide you with the name of the ODBC Data Source Name (DSN) as well as the username and password to connect to your database instance.

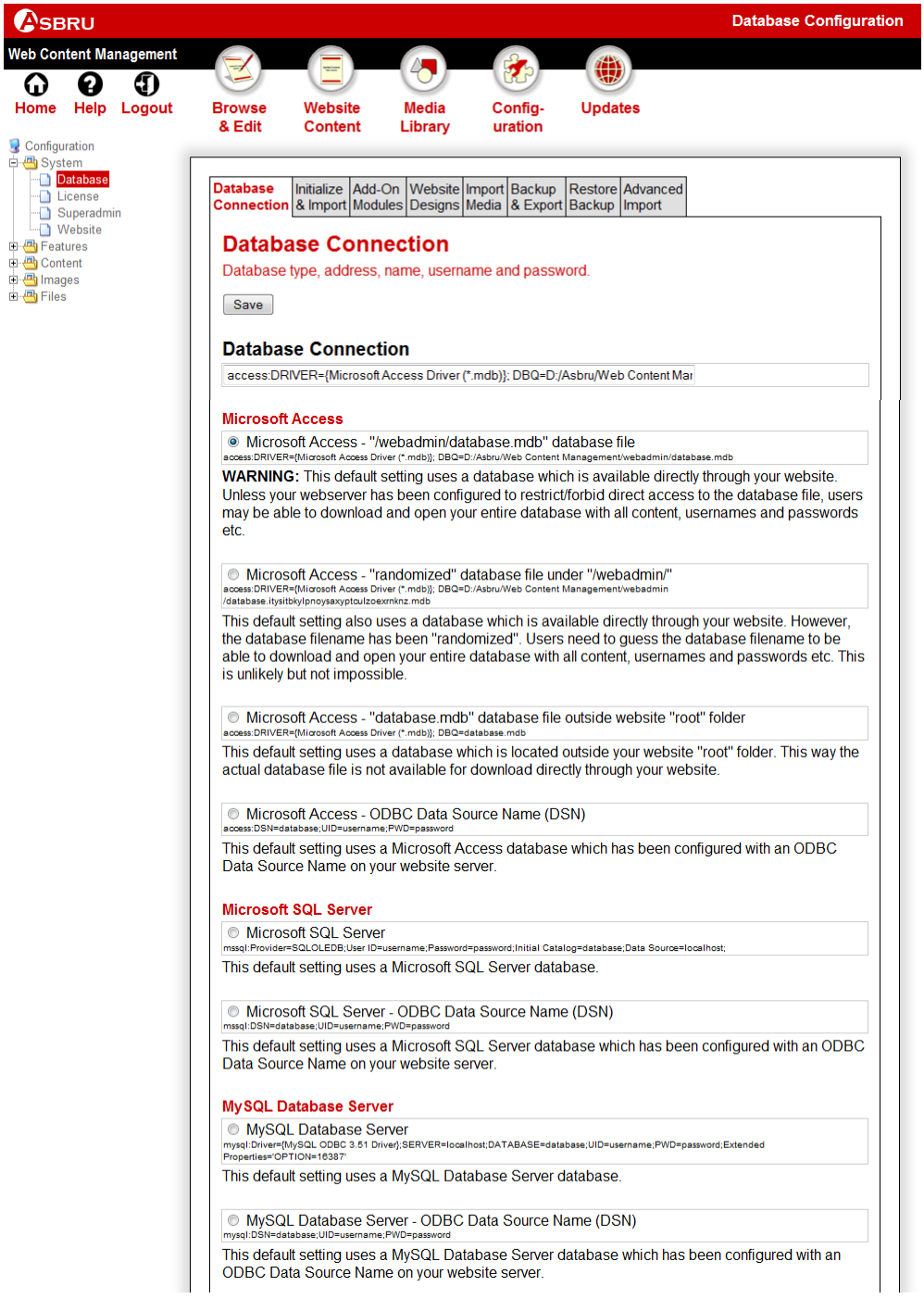
To configure the Asbru Web Content Management system to access your database instance directly through a native database driver, please select one of the following options:

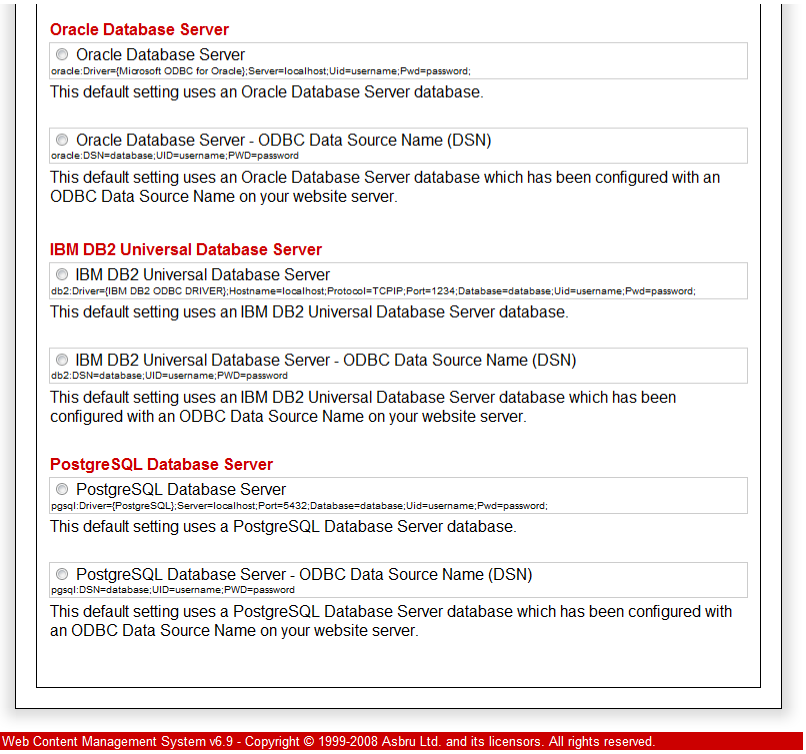
- Microsoft SQL Server
- MySQL Database Server
- Oracle Database Server
- IBM DB2 Universal Database Server
- PostgreSQL Database Server

To configure the Asbru Web Content Management system to access the database through the ODBC Data Source Name (DSN) go to the Database section in the System menu and select the relevant option for your database product. You can choose one of the following options:

- Microsoft Access - ODBC Data Source Name (DSN)
- Microsoft SQL Server - ODBC Data Source Name (DSN)
- MySQL Database Server - ODBC Data Source Name (DSN)
- Oracle Database Server - ODBC Data Source Name (DSN)
- IBM DB2 Universal Server – ODBC Data Source Name (DSN)
- PostgreSQL Database Server – ODBC Data Source Name (DSN)

When you have chosen your database server, please adjust your database connection string as described in 2.8.1.1.1.5 Database Connection String.


ASBRU
Database Configuration
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Config-uration
Updates
Configuration
System
Database
License
Superadmin
Website
Features
Content
Images
Files
Database Connection
Initialize & Import
Add-On Modules
Website Designs
Import Media
Backup & Export
Restore Backup
Advanced Import
Database Connection
Database type, address, name, username and password.
Save
Database Connection
access:DRIVER={Microsoft Access Driver (*.mdb)}; DBQ=D:/Asbru/Web Content Mar
Microsoft Access
Microsoft Access - "/webadmin/database.mdb" database file
access:DRIVER={Microsoft Access Driver (*.mdb)}; DBQ=D:/Asbru/Web Content Management/webadmin/database.mdb
WARNING: This default setting uses a database which is available directly through your website. Unless your webserver has been configured to restrict/forbid direct access to the database file, users may be able to download and open your entire database with all content, usernames and passwords etc.
Microsoft Access - "randomized" database file under "/webadmin/"
access:DRIVER={Microsoft Access Driver (*.mdb)}; DBQ=D:/Asbru/Web Content Management/webadmin /database.itysitbkylpnoysaxyptculzoexrnknz.mdb
This default setting also uses a database which is available directly through your website. However, the database filename has been "randomized". Users need to guess the database filename to be able to download and open your entire database with all content, usernames and passwords etc. This is unlikely but not impossible.
Microsoft Access - "database.mdb" database file outside website "root" folder
access:DRIVER={Microsoft Access Driver (*.mdb)}; DBQ=database.mdb
This default setting uses a database which is located outside your website "root" folder. This way the actual database file is not available for download directly through your website.
Microsoft Access - ODBC Data Source Name (DSN)
access:DSN=database;UID=username;PWD=password
This default setting uses a Microsoft Access database which has been configured with an ODBC Data Source Name on your website server.
Microsoft SQL Server
Microsoft SQL Server
mssql:Provider=SQLOLEDB;User ID=username;Password=password;Initial Catalog=database;Data Source=localhost;
This default setting uses a Microsoft SQL Server database.
Microsoft SQL Server - ODBC Data Source Name (DSN)
mssql:DSN=database;UID=username;PWD=password
This default setting uses a Microsoft SQL Server database which has been configured with an ODBC Data Source Name on your website server.
MySQL Database Server
MySQL Database Server
mysql:Driver={MySQL ODBC 3.51 Driver};SERVER=localhost;DATABASE=database;UID=username;PWD=password;Extended Properties='OPTION=16387'
This default setting uses a MySQL Database Server database.
MySQL Database Server - ODBC Data Source Name (DSN)
mysql:DSN=database;UID=username;PWD=password
This default setting uses a MySQL Database Server database which has been configured with an ODBC Data Source Name on your website server.



2.8.1.1.1.2 Database Connection for JSP

If your programming/scripting language is JSP you can connect to your database instance directly through native database drivers, through an ODBC Data Source Name (DSN) or through a Java Data Source.

Please see 2.8.1.1.1.4 Microsoft Access Database File Configuration to configure the Asbru Web Content Management system for direct access to a Microsoft Access database file.

- To connect to your database through a Java Data Source, your web hosting provider must configure a Java Data Source for your Java application server and provide you with the name of the Java Data Source as well as the username and password to connect to your database instance.

- To connect to your database through an ODBC Data Source Name (DSN), your web hosting provider must configure an ODBC Data Source Name (DSN) on your web/database server and provide you with the name of the ODBC Data Source Name (DSN) as well as the username and password to connect to your database instance. Your web hosting provider must also have installed and configured the "sun.jdbc.odbc.JdbcOdbcDriver" database driver.

- To connect to your database directly, your web hosting provider must provide you with the name of your database instance as well as the username and password to connect to your database instance. Your web hosting provider must also have installed and configured the native database driver to be used.

The Asbru Web Content Management database configuration includes options for the standard native database drivers such as “oracle.jdbc.driver.OracleDriver”. However, any JDBC compliant database driver can be used. Simply change the database driver class name (i.e. “oracle.jdbc.driver.OracleDriver”) and connection parameters (i.e. “jdbc:oracle:thin:@localhost:1521:database”) parts of the Asbru Web Content Management database connection string as required for your preferred database driver.

To configure the Asbru Web Content Management system to access your database instance directly through a native database driver, please select one of the following options:

- Microsoft SQL Server
- MySQL Database Server
- Oracle Database Server
- IBM DB2 Universal Database Server
- PostgreSQL Database Server

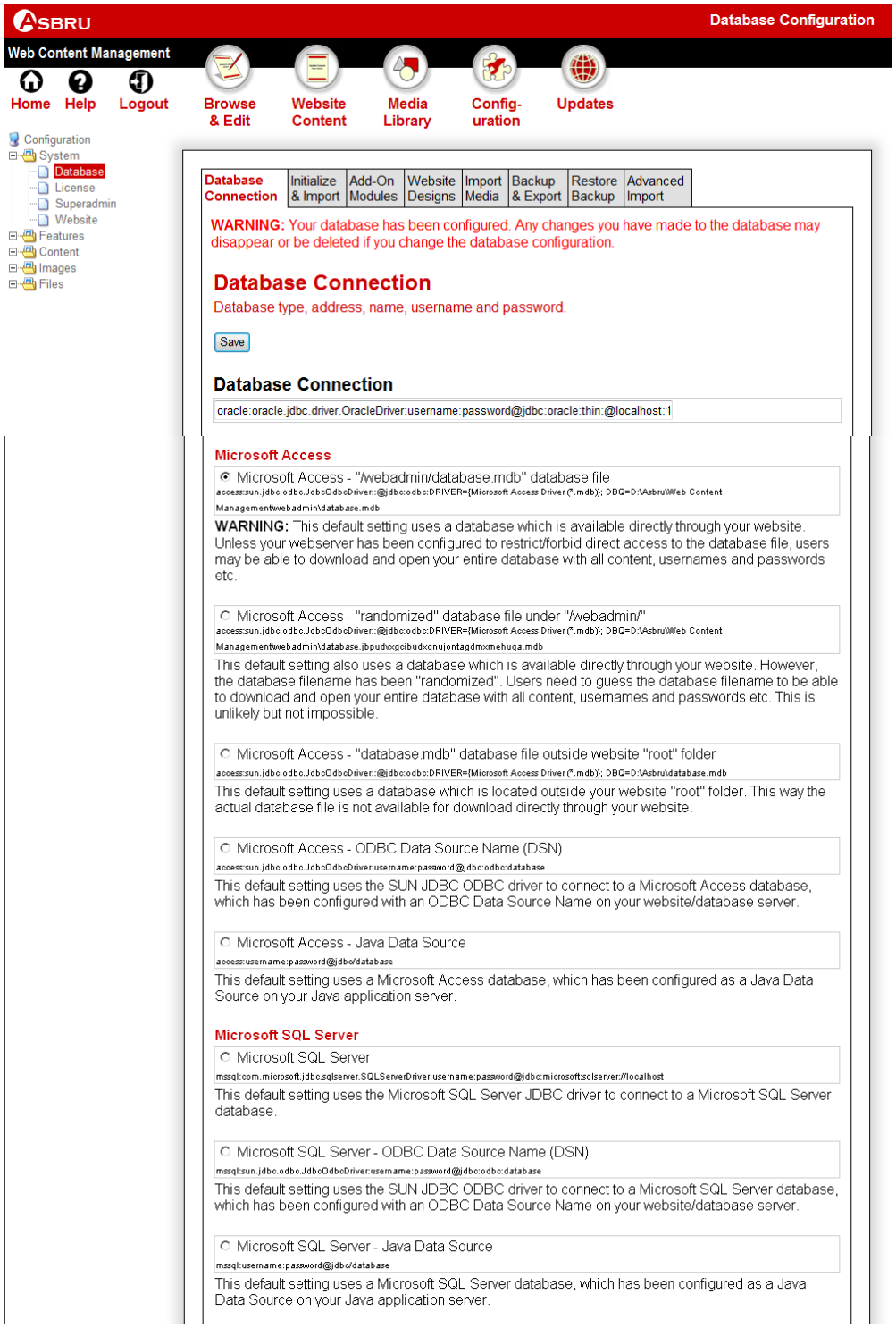
To configure the Asbru Web Content Management system to access your database instance through an ODBC Data Source Name (DSN), please select one of the following options:

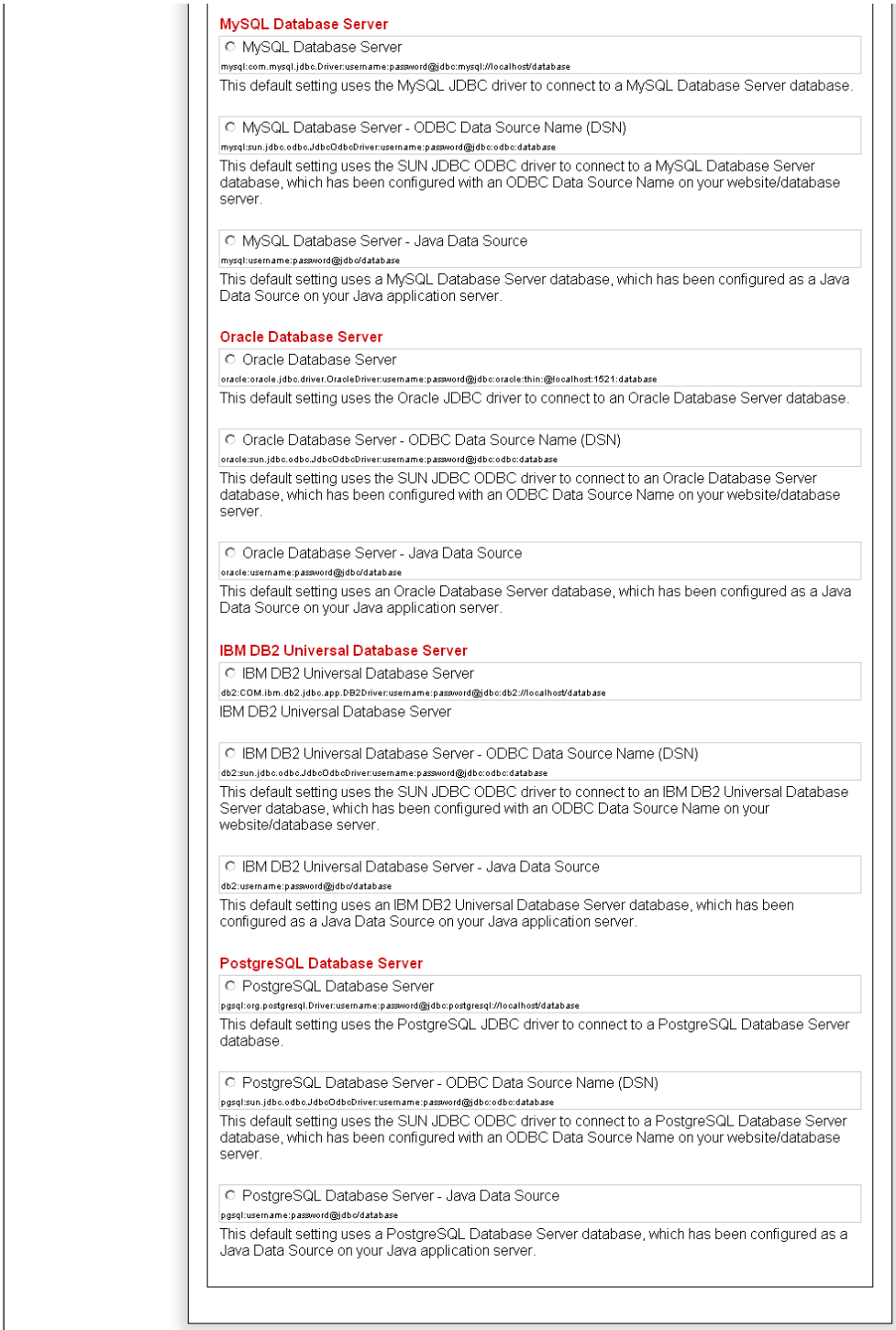
- Microsoft Access - ODBC Data Source Name (DSN)
- Microsoft SQL Server - ODBC Data Source Name (DSN)
- MySQL Database Server - ODBC Data Source Name (DSN)
- Oracle Database Server - ODBC Data Source Name (DSN)
- IBM DB2 Universal Database Server – ODBC Data Source Name (DSN)
- PostgreSQL Database Server – ODBC Data Source Name (DSN)

To configure the Asbru Web Content Management system to access your database instance through a Java Data Source, please select one of the following options:

- Microsoft Access - Java Data Source
- Microsoft SQL Server - Java Data Source
- MySQL Database Server - Java Data Source
- Oracle Database Server - Java Data Source
- IBM DB2 Universal Database Server – Java Data Source
- PostgreSQL Database Server – Java Data Source

When you have chosen a database option, please adjust your database connection string as described in 2.8.1.1.1.5 Database Connection String.


ASBRU
Database Configuration
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Config-uration
Updates
Configuration
System
Database
License
Superadmin
Website
Features
Content
Images
Files
Database Connection
Initialize & Import
Add-On Modules
Website Designs
Import Media
Backup & Export
Restore Backup
Advanced Import
WARNING: Your database has been configured. Any changes you have made to the database may disappear or be deleted if you change the database configuration.
Database Connection
Database type, address, name, username and password.
Save
Database Connection
oracle:oracle.jdbc.driver.OracleDriver:username:password@jdbc:oracle:thin:@localhost:1
Microsoft Access
Microsoft Access - "/webadmin/database.mdb" database file
access:sun.jdbc.odbc.JdbcOdbcDriver::@jdbc:odbc:DRIVER={Microsoft Access Driver (*.mdb)}; DBQ=D:\Asbru\Web Content Management\webadmin\database.mdb
WARNING: This default setting uses a database which is available directly through your website. Unless your webserver has been configured to restrict/forbid direct access to the database file, users may be able to download and open your entire database with all content, usernames and passwords etc.
Microsoft Access - "randomized" database file under "/webadmin/"
access:sun.jdbc.odbc.JdbcOdbcDriver::@jdbc:odbc:DRIVER={Microsoft Access Driver (*.mdb)}; DBQ=D:\Asbru\Web Content Management\webadmin\database.jbpudxxgcibudxqnujontagdmxmehuqa.mdb
This default setting also uses a database which is available directly through your website. However, the database filename has been "randomized". Users need to guess the database filename to be able to download and open your entire database with all content, usernames and passwords etc. This is unlikely but not impossible.
Microsoft Access - "database.mdb" database file outside website "root" folder
access:sun.jdbc.odbc.JdbcOdbcDriver::@jdbc:odbc:DRIVER={Microsoft Access Driver (*.mdb)}; DBQ=D:\Asbru\database.mdb
This default setting uses a database which is located outside your website "root" folder. This way the actual database file is not available for download directly through your website.
Microsoft Access - ODBC Data Source Name (DSN)
access:sun.jdbc.odbc.JdbcOdbcDriver:username:password@jdbc:odbc:database
This default setting uses the SUN JDBC ODBC driver to connect to a Microsoft Access database, which has been configured with an ODBC Data Source Name on your website/database server.
Microsoft Access - Java Data Source
access:username:password@jdbc/database
This default setting uses a Microsoft Access database, which has been configured as a Java Data Source on your Java application server.
Microsoft SQL Server
Microsoft SQL Server
mssql:com.microsoft.jdbc.sqlserver.SQLServerDriver:username:password@jdbc:microsoft:sqlserver://localhost
This default setting uses the Microsoft SQL Server JDBC driver to connect to a Microsoft SQL Server database.
Microsoft SQL Server - ODBC Data Source Name (DSN)
mssql:sun.jdbc.odbc.JdbcOdbcDriver:username:password@jdbc:odbc:database
This default setting uses the SUN JDBC ODBC driver to connect to a Microsoft SQL Server database, which has been configured with an ODBC Data Source Name on your website/database server.
Microsoft SQL Server - Java Data Source
mssql:username:password@jdbc/database
This default setting uses a Microsoft SQL Server database, which has been configured as a Java Data Source on your Java application server.



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2.8.1.1.1.3 Database Connection for PHP

If your programming/scripting language is PHP you can connect to your database instance directly through native database drivers or through an ODBC Data Source Name (DSN):

Please see 2.8.1.1.1.4 Microsoft Access Database File Configuration to configure the Asbru Web Content Management system for direct access to a Microsoft Access database file.

- To connect to your database through an ODBC Data Source Name (DSN), your web hosting provider must configure an ODBC Data Source Name (DSN) on your web/database server and provide you with the name of the ODBC Data Source Name (DSN) as well as the username and password to connect to your database instance.

- To connect to your database directly, your web hosting provider must provide you with the name of your database instance as well as the username and password to connect to your database instance.

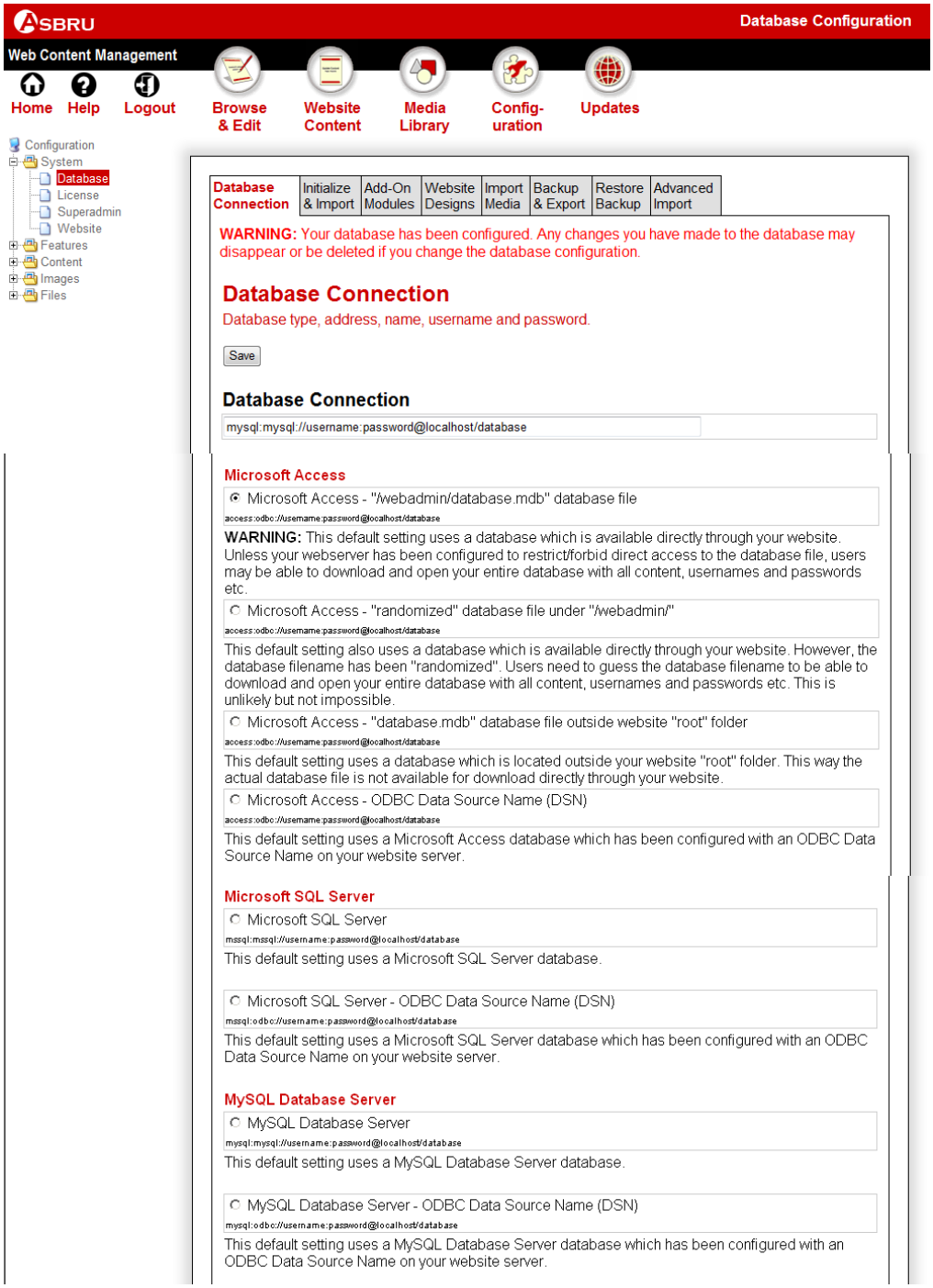
To configure the Asbru Web Content Management system to access your database instance directly through a native database driver, please select one of the following options:

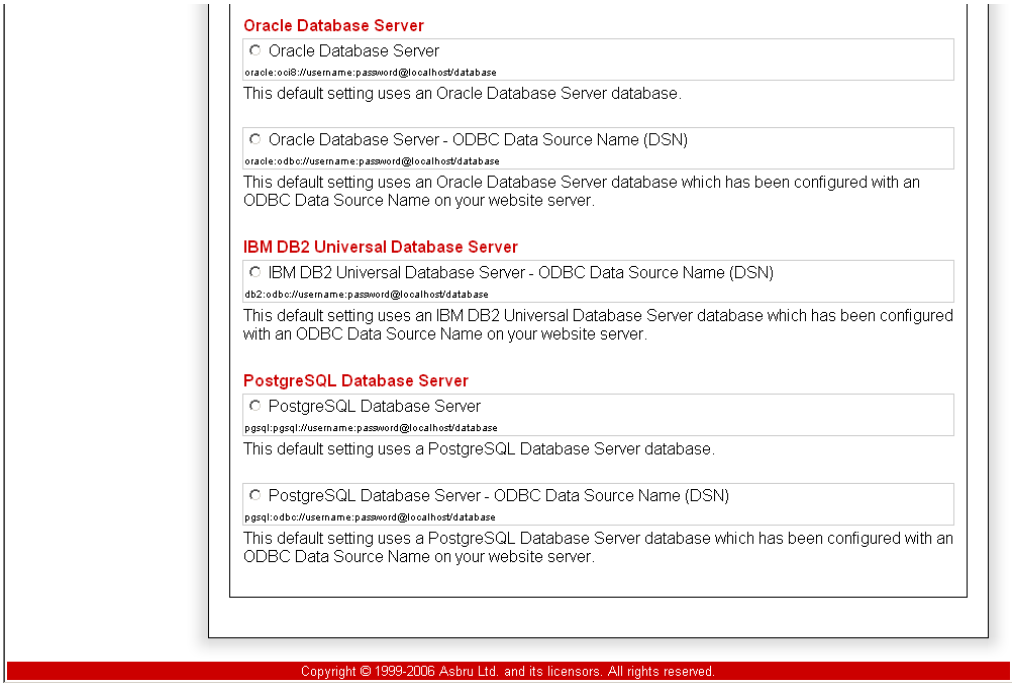
- Microsoft SQL Server
- MySQL Database Server
- Oracle Database Server
- PostgreSQL Database Server

To configure the Asbru Web Content Management system to access your database instance through an ODBC Data Source Name (DSN), please select one of the following options:

- Microsoft Access - ODBC Data Source Name (DSN)
- Microsoft SQL Server - ODBC Data Source Name (DSN)
- MySQL Database Server - ODBC Data Source Name (DSN)
- Oracle Database Server - ODBC Data Source Name (DSN)
- IBM DB2 Universal Database Server – ODBC Data Source Name (DSN)
- PostgreSQL Database Server – ODBC Data Source Name (DSN)

When you have chosen a database option, please adjust your database connection string as described in 2.8.1.1.1.5 Database Connection String.


ASBRU
Database Configuration
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Config-uration
Updates
Configuration
System
Database
License
Superadmin
Website
Features
Content
Images
Files
Database Connection
Initialize & Import
Add-On Modules
Website Designs
Import Media
Backup & Export
Restore Backup
Advanced Import
WARNING: Your database has been configured. Any changes you have made to the database may disappear or be deleted if you change the database configuration.
Database Connection
Database type, address, name, username and password.
Save
Database Connection
mysql:mysql://username:password@localhost/database
Microsoft Access
Microsoft Access - "/webadmin/database.mdb" database file
access:odbc://username:password@localhost/database
WARNING: This default setting uses a database which is available directly through your website. Unless your webserver has been configured to restrict/forbid direct access to the database file, users may be able to download and open your entire database with all content, usernames and passwords etc.
Microsoft Access - "randomized" database file under "/webadmin/"
access:odbc://username:password@localhost/database
This default setting also uses a database which is available directly through your website. However, the database filename has been "randomized". Users need to guess the database filename to be able to download and open your entire database with all content, usernames and passwords etc. This is unlikely but not impossible.
Microsoft Access - "database.mdb" database file outside website "root" folder
access:odbc://username:password@localhost/database
This default setting uses a database which is located outside your website "root" folder. This way the actual database file is not available for download directly through your website.
Microsoft Access - ODBC Data Source Name (DSN)
access:odbc://username:password@localhost/database
This default setting uses a Microsoft Access database which has been configured with an ODBC Data Source Name on your website server.
Microsoft SQL Server
Microsoft SQL Server
mssql:mssql://username:password@localhost/database
This default setting uses a Microsoft SQL Server database.
Microsoft SQL Server - ODBC Data Source Name (DSN)
mssql:odbc://username:password@localhost/database
This default setting uses a Microsoft SQL Server database which has been configured with an ODBC Data Source Name on your website server.
MySQL Database Server
MySQL Database Server
mysql:mysql://username:password@localhost/database
This default setting uses a MySQL Database Server database.
MySQL Database Server - ODBC Data Source Name (DSN)
mysql:odbc://username:password@localhost/database
This default setting uses a MySQL Database Server database which has been configured with an ODBC Data Source Name on your website server.



2.8.1.1.1.4 Microsoft Access Database File Configuration

The Asbru Web Content Management system for .NET and JSP and PHP can access a Microsoft Access database file directly. You just need to specify its location on the web server. The Asbru Web Content Management system will then create the database in the desired location unless a database with the chosen name already exists.

One important thing to be aware of when using a Microsoft Access database file on your web server is where it is located on the web server. If the Microsoft Access database file is located somewhere under your website folder, any Internet user who knows its name may simply be able to enter its address and download it. This will give the Internet user full access to all your website content and user details etc. To avoid this it is highly recommended to locate your Microsoft Access database file outside your website folder or to name it with a long random file name which is practically impossible to guess. You can choose between three different locations with different levels of security:

1. Choose “Microsoft Access - "/webadmin/database.mdb" database file” if you want the system to use a default named and located Microsoft Access database file. This option should really only be used if your web server is configured to prevent download of the Microsoft Access database file. Please refer to your web server documentation for details.

2. Choose “Microsoft Access - "randomized" database file under "/webadmin/"” if you want the system to use a randomly named Microsoft Access database file located under your website folder. This option should be reasonably safe to use, as it is practically impossible for anyone to guess the name and get access to download it. This option should always work with your web server as it does not require special permissions on the server.

3. Choose “Microsoft Access - "database.mdb" database file outside website "root" folder” if you want the system to use a Microsoft Access database file located outside your website folder. This option is safe as users cannot address and download the Microsoft Access database file through the web server. However, you will need web server permissions permissions to create files above your website root folder on your web server if you choose this option. Usually, you will have these web server permissions by default, but it depends on your web hosting provider’s web server configuration. Files located above your website root folder on your web server are typically also protected from other users with access to the web server, but again this will depend on your web hosting provider’s web server configuration.

Each of the options above provides different levels of security as described in the box below.

Which Microsoft Access option to choose?
When using a Microsoft Access database file on your web server you should be aware of where it is located on the web server. If the Microsoft Access database file is located somewhere under your website directory/folder as in option 1 and 2, any Internet user who knows its name may simply be able to enter its address and download it. This will give the Internet user full access to all your website content and user details.

To avoid this it is highly recommended to locate your Microsoft Access database file outside your website directory/folder as in option 3. When the Microsoft Access database file is located outside the website directory/folder users cannot address and download the Microsoft Access database file through the web server.

Alternatively you can choose option 2 where the Microsoft Access database file is randomly named. It is practically impossible for anyone to guess a long random file name and get access to download it.

In summary avoid the first option. The second option should be reasonably safe and should work with a standard web server configuration. However, for best security you should choose option 3 if your web hosting provider’s web server configuration supports it.

After selecting your database configuration option, please select Save. If your database is configured successfully the Asbru Web Content Management Database Configuration page will show:

> “WARNING: Your database has been configured. Any changes you have made to the database may disappear or be deleted if you change the database configuration.”

Please proceed to step 2 of the Quickstart configuration as described in section 1.3.3 License.

If you get an error when you select Save, please wait a minute and select Save again as the web server may take a few seconds to recognise the database configuration. If you continue to get an error, your web server configuration may prevent you from using the selected database configuration option. Please try one of the other database configuration options or check your web server configuration and select Save again.

2.8.1.1.1.5 Database Connection String
When you have selected your database connection option, the Database field will display a default “database connection string”. Replace “database”, “username” and “password” in the

default “database connection string” with the ODBC Data Source Name (DSN) / database instance name, username and password for your database instance as provided by your web hosting provider.

Your database server may run on the same computer as your web server or the database server and web server may run on separate computers depending on your web hosting provider:

- If your database server runs on the same computer as your web server, please leave “localhost” as it is in your database connection string.

- If your database server runs on a different computer than your web server, please replace “localhost” in your database connection string with the Internet domain name or IP-number of the database server as provided by your web hosting provider.

After selecting a database option and adjusting the database connection string please select Save.

If you get an error please wait a minute and select Save again as the web server may take a few seconds to recognise the database configuration. If you continue to get an error please check your database connection string and select Save again.

If the connection to your database instance is working correctly – that is if you do not get an error when you select Save – you are ready to initialise your database.

2.8.1.1.2 Initialise & Import

To get you started quickly with your website a number of different example and quickstart websites are included with the Asbru Web Content Management system. The available example and quickstart websites are listed. Some of the listed example and quickstart websites may be disabled and greyed out depending on your configured license keys.

- Company / Family / Organisation / Personal / Teacher / Team
  A number of basic quickstart websites for different types of users. This is the recommended option for you to get started quickly. Simply update the pre-defined quickstart website pages and add your own additional website pages and images etc.

- Basic
  A blank website with pre-created and pre-configured Special Pages. This is the recommended option for you to create your own website from scratch.

- Empty
  A completely blank website for you to create everything from scratch including all required Special Pages. (Usually the “Basic” website should be used instead of the “Empty” website).

- Eagle Golf
  Advanced example websites using a wide selection of the web content management system functionality. A number of different Eagle Golf example websites for the different editions of the Asbru Web Content Management system are available.

WARNING: Initialising your database deletes everything from your database including all Asbru Web Content Management system configuration and content you have made.

Do not initialise your database if you have already used the Asbru Web Content Management system and you want to keep what you have made.

To initialise your website content please select the “Select Website” button for one of the listed example and quickstart websites and select the “Initialise & Import Website” button to confirm the website content initialisation (or select the “Step 4: Website Content” tab to list all the available example and quickstart website options again).

Some example and quickstart websites may list a number of configuration options, which you should check/change before confirming to import the data.

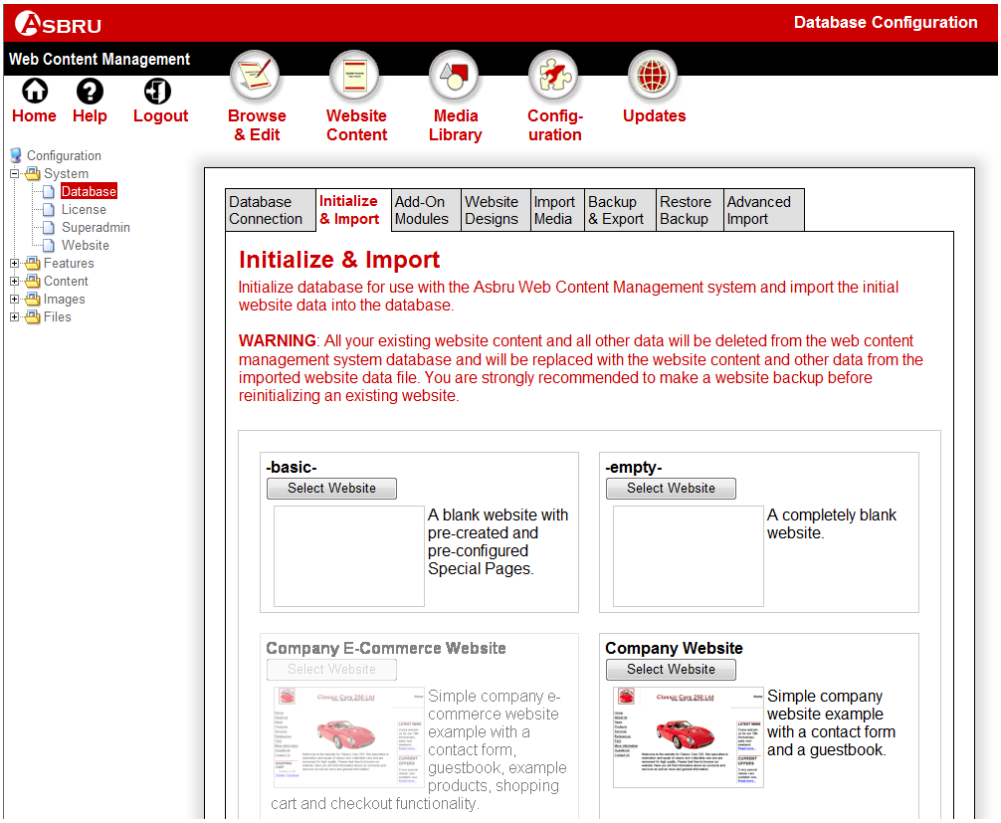
This will (re)create the Asbru Web Content Management database structures and import the default data. This may take a few minutes or several minutes to complete. Database import progress information is displayed in your web browser.

After your database has been configured and initialised successfully the Asbru Web Content Management Database Configuration page will show:

> “WARNING: Your database has been configured. Any changes you have made to the database may disappear or be deleted if you change the database configuration.”

This indicates that your database configuration is completed successfully and ready for you to continue to configure and use the Asbru Web Content Management system.

If your database initialisation did not complete successfully, you need to reinitialise your database. Please repeat the database initialisation steps. If your imported website content is relatively large and/or your database server is relatively slow at importing the data your web server may "timeout" before the database import is completed, and you may need to increase the resources available to the website content import. Please see 2.8.1.1.8 Advanced Import for details.



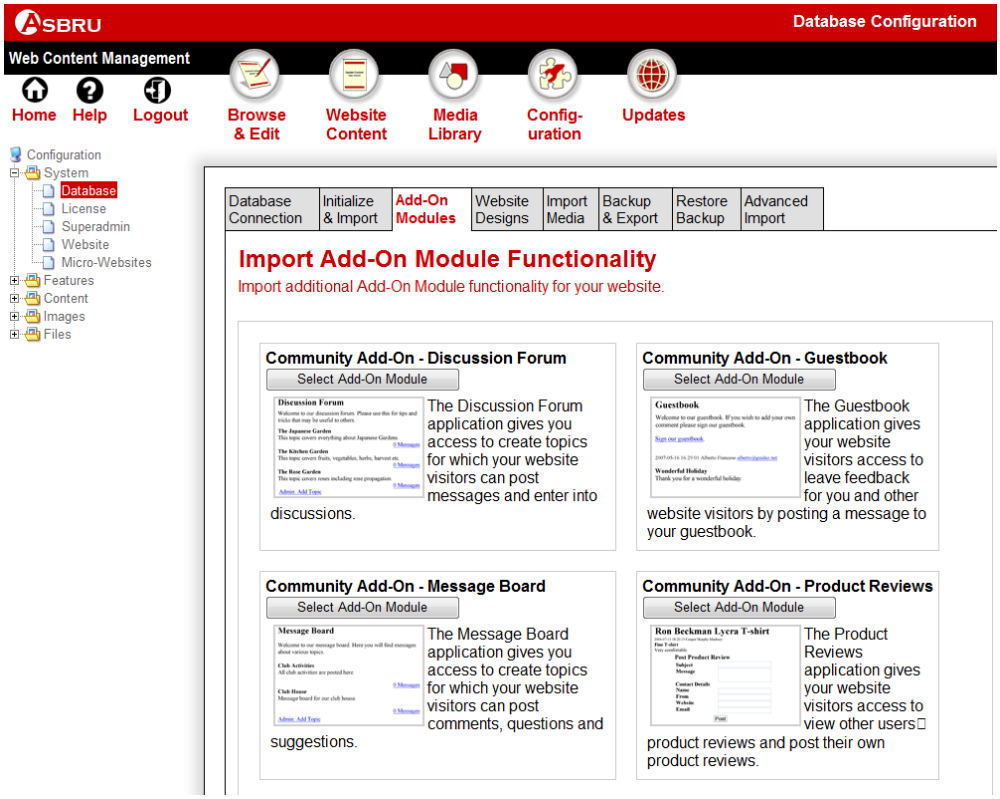
2.8.1.1.3 Add-On Modules

A number of different website functionality add-ons are included with the Asbru Web Content Management system. The available website functionality add-on modules are listed on the Add-On Modules tab. Some of the listed example and quickstart websites may be disabled and greyed out depending on your configured license keys.

To import a website functionality add-ons please select the “Select Add-On Module” button for one of the listed website functionality add-ons and select the “Import Add-On Module” button to confirm the website functionality add-on import (or select the “Add-On Modules” tab to list all the available website functionality add-on options again).

Some website functionality add-ons may list a number of configuration options, which you should check/change before confirming to import the data.

This will import the selected website functionality add-on data into the web content management system database. This may take a few minutes or several minutes to complete. Database import progress information is displayed in your web browser.



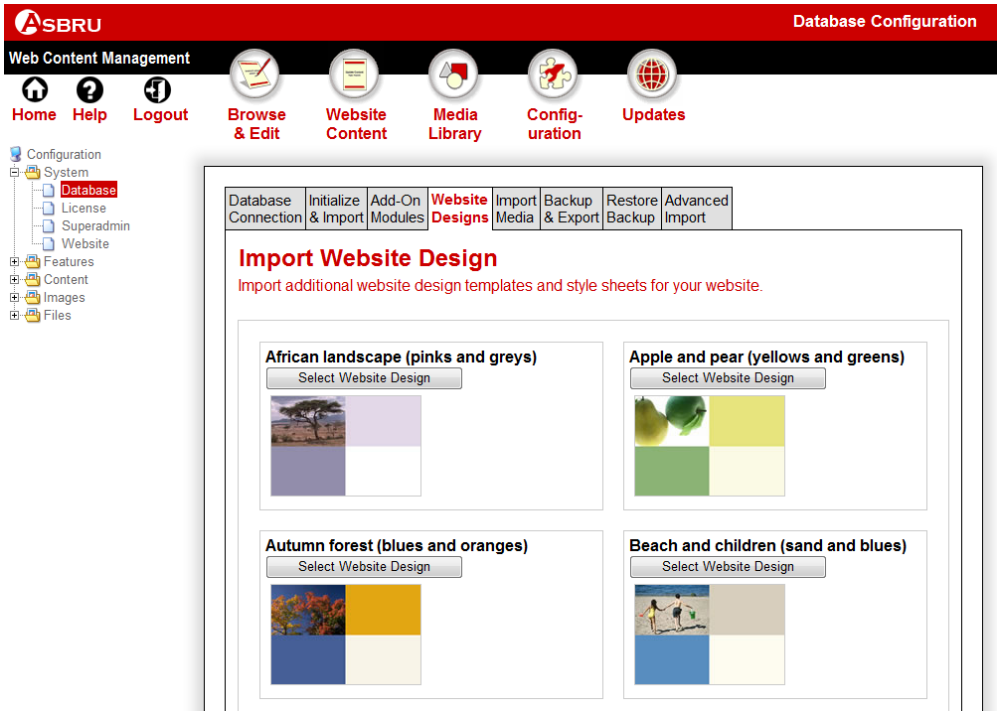
2.8.1.1.4 Website Designs

A number of different website designs are included with the Asbru Web Content Management system. The available quickstart website designs are listed on the Website Designs tab.

To import a website design please select the “Select Website Design” button for one of the listed website designs and select the “Import Website Design” button to confirm the website design import (or select the “Website Designs” tab to list all the available website design options again).

Some website designs may list a number of configuration options, which you should check/change before confirming to import the data.

This will import the selected website design data into the web content management system database. This should only take a few seconds or a few minutes to complete. Database import progress information is displayed in your web browser.



2.8.1.1.5 Import Media

If you have an existing HTML file-based website you can select the “Import website” option and select an “Editable region for page title” and an “Editable region for page content”. If your existing website’s HTML files are created using Dreamweaver templates a number of different “editable regions” extracted from your website HTML files may be listed and you should select which (if any) of your editable regions contains your web pages’ title and which (if any) of your editable regions contains your web pages’ primary content. Otherwise you should simply choose the default “none“ and “all” options.

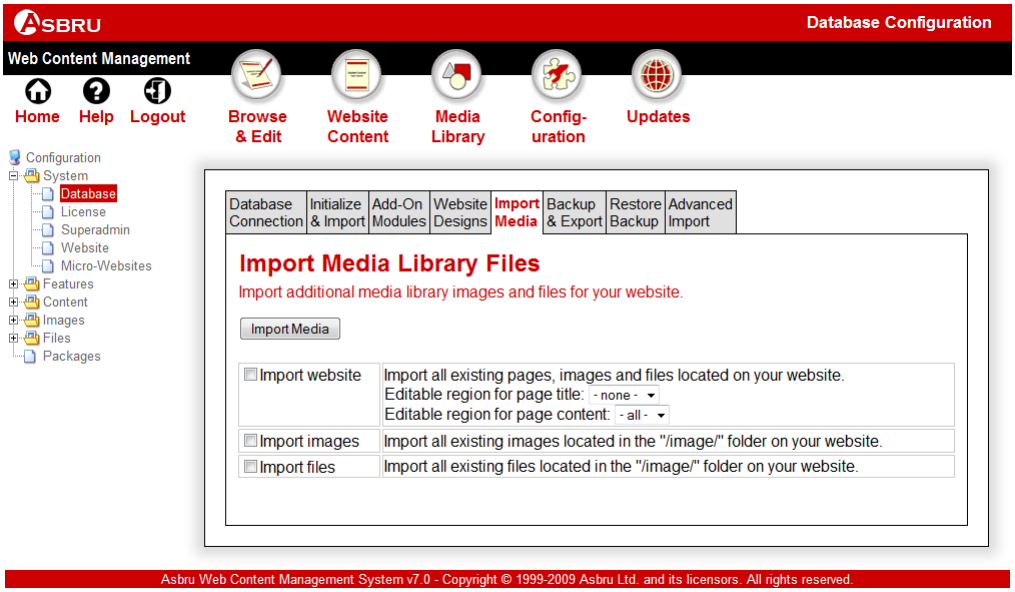
The “Import website” option will analyze and import “.dwt” files, “.html”/”,htm” files, images and other files on your website. Each of your “.html”/”.htm” files will be stripped of any other content than the region selected below and will be imported as a “page” in the web content management system. If there is an “index.html” file in the website home/root folder this page will become the “Default Page (Homepage)” in the web content management system. If there are “.dwt” files on your website they will be imported as “templates” in the web content management system and these templates will be used for the “pages” created from your “.html”/”.htm” website files. If there are any additional regions in your “.dwt” files they will be imported as “classes”/”elements” in the web content management system.

Images and other files can be uploaded to the media library and through the web content editor when adding/updating content. However, for larger numbers of images and other files you may prefer to bulk upload and import them.

Images can be bulk uploaded to your website’s “/image/” folder and other files can bulk uploadded to your website’s “/file/” folder using standard third-party Internet applications such as FTP file transfer programs. You can then use the import media functionality to bulk

import all the images from your website's "/image/" folder and all the other files from your website's "/file/" folder into the web content management system media library.

Importing images and other files do not delete existing images and other files from the web content management system media library and only images and other files which do not already exist in the web content management system media library are imported.



2.8.1.1.6 Backup & Export

You may want to backup and export your website content periodically to keep a safe copy of your website database and image files etc. You may also want to backup and export your website content to move it to another web server. Finally, as a web designer/developer or web hosting service provider you may want to backup and export your website content to create a number of different website examples/templates, which can be used to setup new websites for your clients.

Backup & Export exports all or selected parts of your website content from the website database as well as all your image files etc. to a single data file, which can be imported through the database import. The exported data are stored in a file on the web server, and you may also want to download a copy to your local computer to keep as a safe backup copy.

As default all website content is exported, but, optionally, you can select which parts of your website content to export:

- Content
  Exports all content items including pages, elements, templates, style sheets, images, files, links and products as well as classes, formats, groups, types and versions. Please note that for images and files only the database data are exported – but not the actual files.

- Images (files)
  Exports the actual "image" files – but not the "image" database data.

- Files (files)
  Exports the actual “file” files – but not the “file” database data.

- E-Commerce (E-Commerce Add-On module only)
  Exports the e-commerce add-on module orders, currencies, shipping rates, tax rates.

- Content Databases (Databases Add-On module only)
  Exports the configured custom contents databases and their data.

- Users
  Exports the user database as well as the user groups and types.

- Workflow
  Exports the configured workflows.

- Micro-websites
  Exports the configured micro-websites.

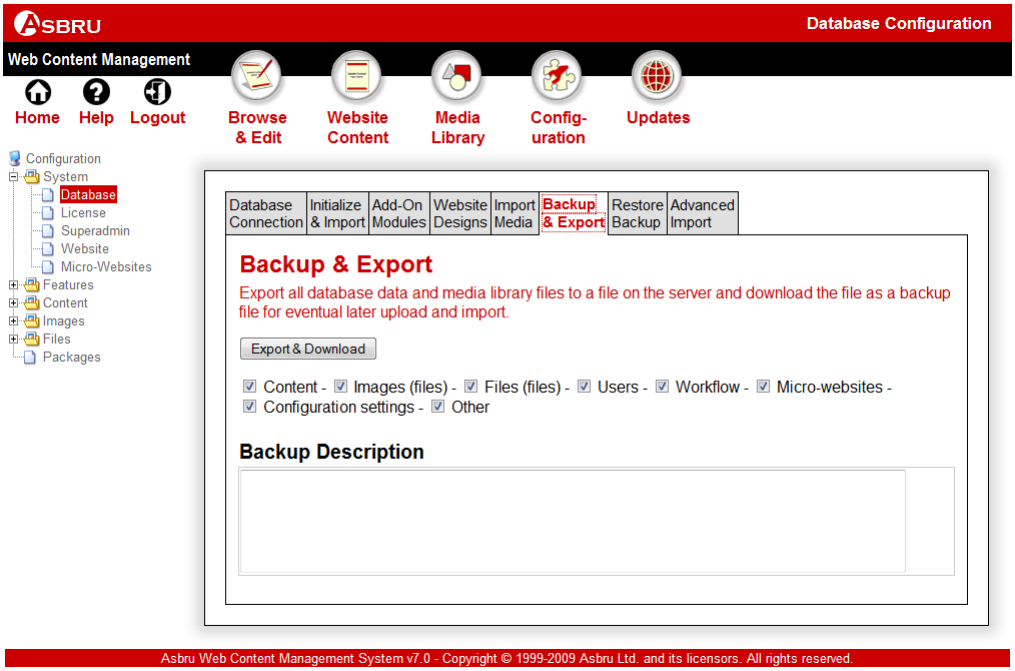
- Configuration settings
  Exports the web content management system configuration settings including the superadmin and license details etc.

- Hosting clients (Hosting Edition only)
  Exports the hosting clients data as well as hosting client sgroups and types. Please note that only the database data are exported – but not the actual hosting client websites.

- Other
  Exports the (deprecated) special fonts and guestbook data.

Optionally, you can enter a description of the backup, which will be listed on the Restore Backup tab if you want to restore the backup at a later time.

The exported data can be imported again through the Restore Backup tab by selecting the exported data file from the server file list or by uploading the exported data file from your local computer.

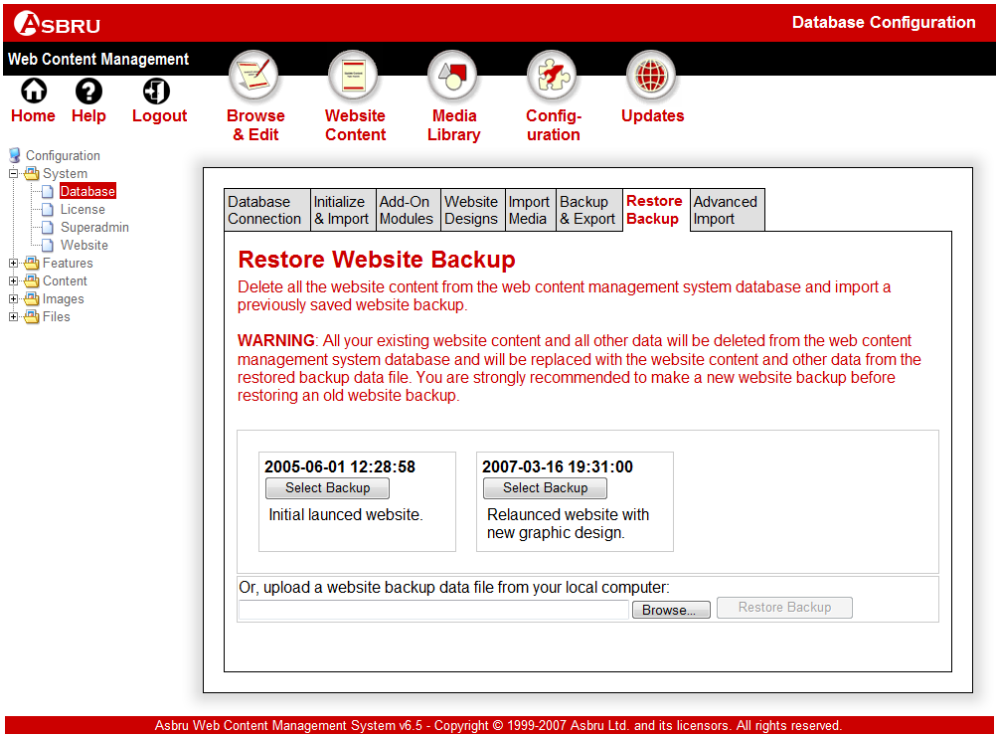


2.8.1.1.7 Restore backup

Previously made backup data files made through the Backup & Export tab can be restored.

WARNING: Restoring a backup deletes everything from your database including all Asbru Web Content Management system configuration and content you have made and replaces it with the data from the restored backup file. Do not restore a backup if you have already used the Asbru Web Content Management system and you want to keep what you have made. Before restoring a backup we strongly recommend that you make a backup of the current website data.

To restore a backup select the listed backup to restore and select Restore Backup to confirm to restore the backup. Alternatively, you can select a backup data file to upload from your local computer.



2.8.1.1.8 Advanced Import

In special situations you may need/want to use the advanced database initialisation and import functionality, which gives you control over the individual database initialisation and import options as well as advanced settings.

You need to initialise your database to be used by the Asbru Web Content Management system. Initialising the database creates the database structures and default data used by the Asbru Web Content Management system. For example, to initialise your database with the "Basic" quickstart website data please select "Create new website from example/template" and select the "-basic-" data file and select the "Initialize & Import" button. Please see below for other database initialisation and import options.

This will create the Asbru Web Content Management database structures and import the default data. This may take a few minutes to complete. Database import progress information is displayed in your web browser. Please wait until the Asbru Web Content Management Database Configuration screen is displayed again at the bottom of the web page below the database import progress information.

After your database has been configured and initialised successfully the Asbru Web Content Management Database Configuration page will show:

> "WARNING: Your database has been configured. Any changes you have made to the database may disappear or be deleted if you change the database configuration."

This indicates that your database configuration is completed successfully and ready for you to continue to configure and use the Asbru Web Content Management system.

If your database initialisation did not complete successfully, you need to reinitialise your database. Please repeat the database initialisation steps as described above. If your imported database is relatively large and/or your database server is relatively slow at importing the database your web server may "timeout" before the database import is completed, and you may need to increase the resources available to the database import. Please see the Advanced Settings described below for details.

Please note that initialising your database with the “Drop tables” and “Delete data” options activated, may result in warning messages in database import progress information. These warnings may state that some database tables and data could not be dropped and deleted as they did not exist. This is perfectly ok as it simply shows that the previous database initialisation did not complete successfully. Please ignore these warnings.

WARNING: Initialising your database with the “Drop tables” and/or “Delete data” options activated, deletes everything from your database including all Asbru Web Content Management system configuration and content you have made. Do not initialise your database if you have already used the Asbru Web Content Management system and you want to keep what you have made.

A number of additional pre-defined and manual database initialisation and import options are available:

- Create new website from example/template.
  WARNING: Deletes all existing website content and data. Select which example website data file to import instead:
  - Eagle Golf
    Advanced example websites using a wide selection of the web content management system functionality. A number of different Eagle Golf example websites for the different editions of the Asbru Web Content Management system are available.

  - Company / Family / Organisation / Personal / Teacher / Team
    A number of basic websites for different types of users.

- Create new website from scratch.
  WARNING: Deletes all existing website content and data. Select which blank website data file to import instead:
  - Basic
    A blank website with pre-created and pre-configured Special Pages.

  - Empty
    A completely blank website.

- Create new website from scratch with existing images/files on web server.
  WARNING: Deletes all existing website content and data. Select which blank website data files to import instead. Existing images from the "/image/" folder and other existing files from the "/file/" folder on the web server are imported into the web content management system Media Library.
  - Basic
    A blank website with pre-created and pre-configured Special Pages.

  - Empty
    A completely blank website.

- Add add-on module data to existing website.
  No existing website content and data are deleted. Select which additional add-on module or website design data file to import in addition to your existing website content and data.

- Restore website from backup.
  WARNING: Deletes all existing website content and data. Select which website backup data file (listed by the date and time of the website backup) to import instead.

- Select options manually.
  Select the various database initialisation and import options manually.

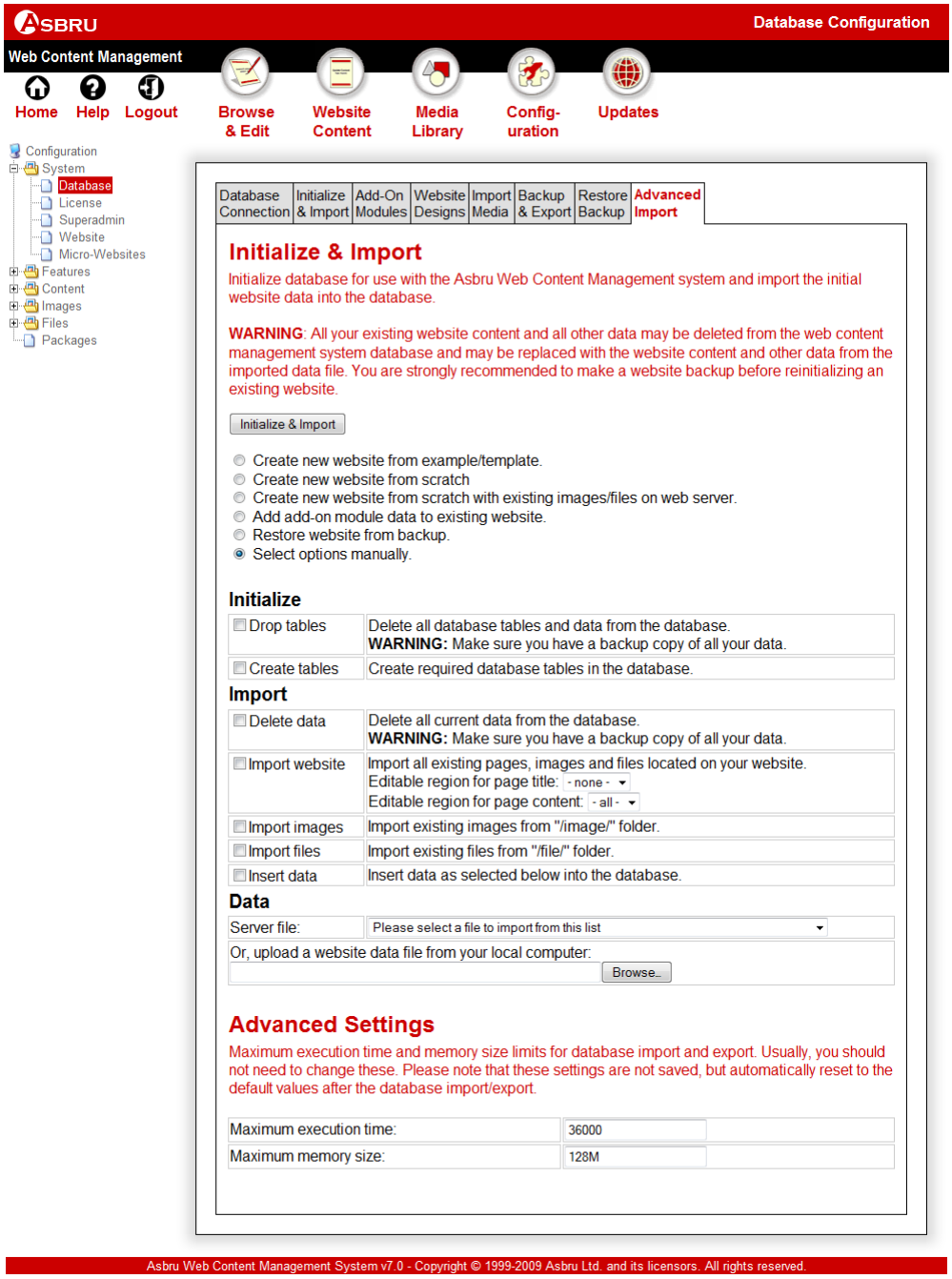
If your imported database is relatively large and/or your database server is relatively slow at importing the database your web server may "timeout" before the database import is completed, and you may need to increase the resources available to the database import.

PHP version only:
As default the maximum execution time for the database import is set to 1 hour (3600 seconds). You may need to increase this to give the database import enough time to complete.

PHP version only:
As default the maximum memory size for the database import is set to 64 MB (64M). You may need to increase this to give the database import enough memory to complete.

Please note that the advanced settings are not saved, but must be set immediately before each database import. After each database import the advanced settings are reset to the default values.

IMPORTANT: Please note that your web server may not allow the web content management system to change these settings. In this case, the database import may always "timeout". You must change your web server / programming language configuration and retry the database import. Please see your web server / programming language documentation for details on how to change the maximum execution time and maximum memory size configuration.



2.8.1.2 License

To use the Asbru Web Content Management system you must obtain a license from Asbru (www.asbrusoft.com) and configure your license. The license may also be provided by your web hosting provider, if they have provided you with the Asbru Web Content Management system.

The Asbru Web Content Management system and licenses are available in different editions with access to different features of the Asbru Web Content Management system.

- Personal
  Single-user system for an individual website administrator to create and manage a small business or personal website.

- Professional
  Full standard system, which supports all business needs for a larger website and multiple website administrators.

- Enterprise
  Extended system, which supports back-end integration with other technical and business systems.

- Hosting
  Internet, Hosting and Application Service Provider system, which supports easy hosting and administration for multiple clients.

A number of Asbru Web Content Management Add-On modules and licenses are also available:

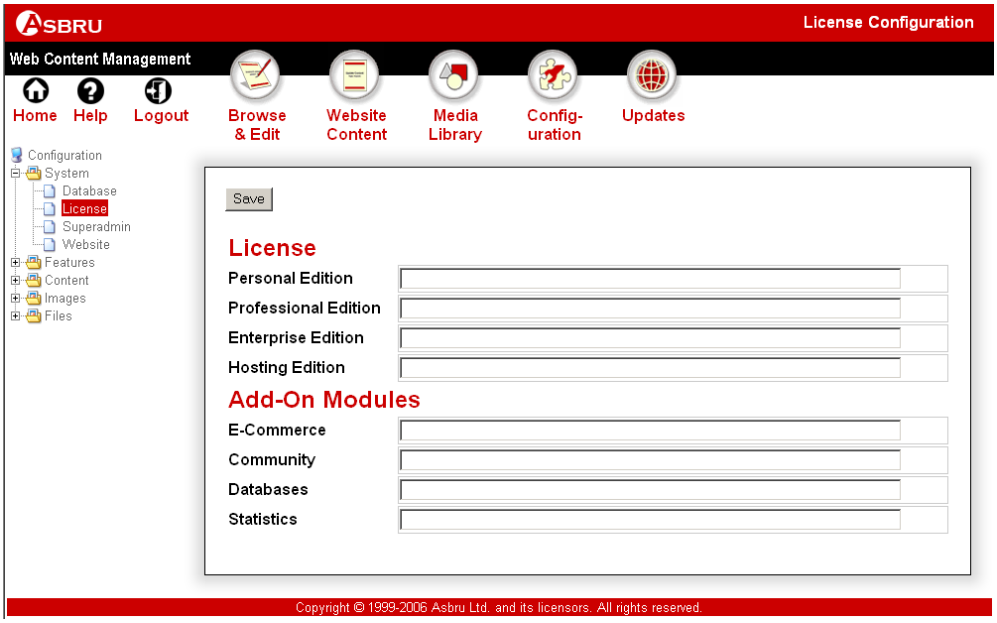
- E-Commerce
  Product catalogue, shopping cart, checkout, payment processing, order confirmation, order notification and order tracking.

- Community
  User registration, personalisation, message board, chat forum, issue tracker, polls, mailing list and communication tools.

- Databases
  Database creation, import/export, synchronisation, database administration and browse & search.

To configure your Asbru Web Content Management system and Add-On modules licenses please copy all the license codes provided by Asbru into the appropriate fields and select Save.

If you get an error when you select Save please check the license codes and try again.



2.8.1.3 Superadmin

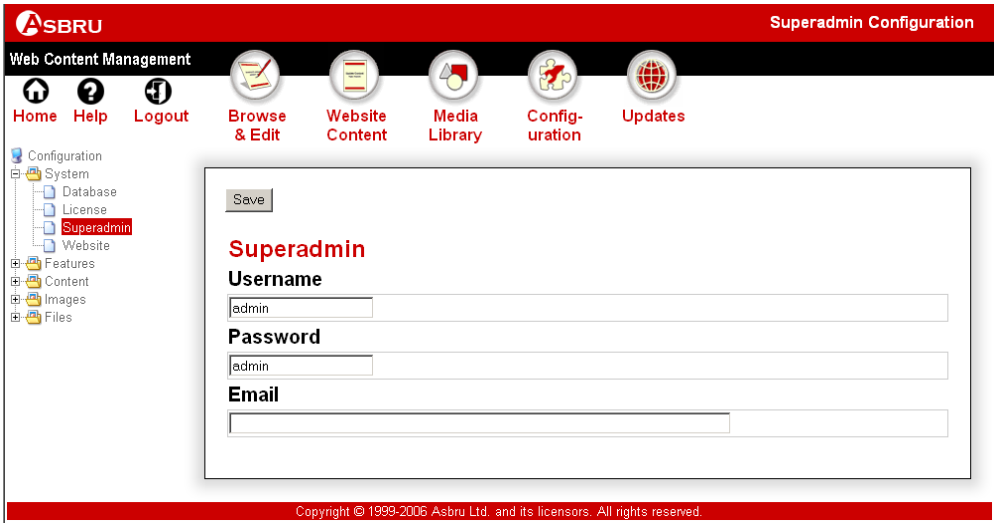
The Asbru Web Content Management superadmin is your main website administrator with special permissions and access to configure your system.

A username and password as well as an e-mail address must be configured for your superadmin website administrator. As default the superadmin username and password is configured to “admin” and “admin”. You should change the password to something else or anyone can easily get unauthorised access to manage your website.

It is important that you remember your superadmin username and password or you may not be able to get access to the Asbru Web Content Management system and to manage your website.

As a safeguard you should also configure a working e-mail address for your superadmin website administrator and remember to update it if it changes. If you loose your superadmin username and password the only easy way to retrieve them is to have them e-mailed to the configured superadmin e-mail address. Otherwise, you will have to access your database directly and manually to reset or retrieve the superadmin username and password.

To configure your Asbru Web Content Management system superadmin please enter your preferred username, password and e-mail address and select Save.



2.8.1.4 Website

Various settings including your default website design and email contact addresses can be configured for your website.

2.8.1.4.1 Website design

- Default version (content)
  The default version of multi-version content to be used for your website.

- Default template (page layout)
  The default page design to be used for all your website pages. Basic example page layouts and colour schemes are provided to get you started. You can of course also create your own templates and change the templates completely to your own website graphic design.

- Default style sheet (text)
  The default text style to be used for all your website pages. Basic example style sheets are provided to get you started. You can of course also create your own style sheets and change the style sheets completely to your own website graphic design.

Please select your preferred options and select “Preview” to preview your website homepage with the selected options. The preview of your website homepage will open in a new web browser window. Please close the preview of your website homepage window to return to the website configuration window. You can select options and “Preview” until you are satisfied with your selections. When you are satisfied with your selected options and have entered the following website details, please select Save to complete the initial configuration of your website.

A number of different website designs are included with the Asbru Web Content Management system. The available quickstart website designs are listed.

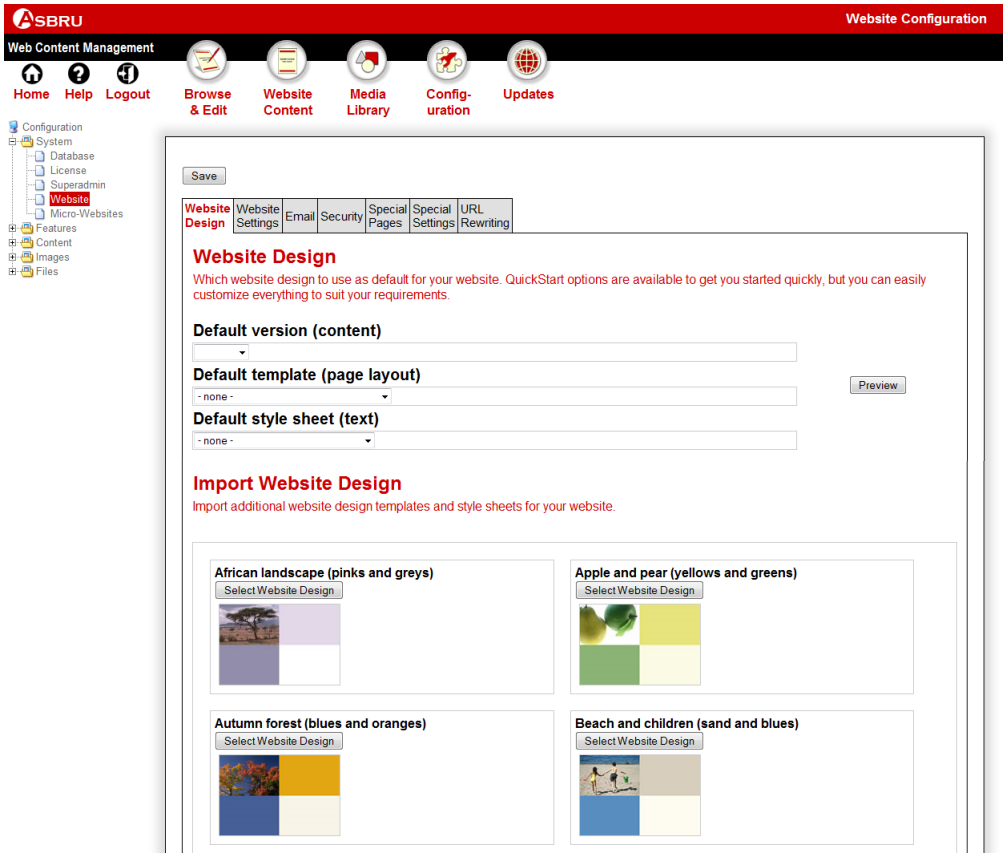
To import a website design please select the “Select Website Design” button for one of the listed website designs and select the “Import Website Design” button to confirm the website

design import (or select the “Website Design” tab to list all the available website design options again).

Some website designs may list a number of configuration options, which you should check/change before confirming to import the data.

This will import the selected website design data into the web content management system database. This should only take a few seconds or a few minutes to complete. Database import progress information is displayed in your web browser.

Additional template and/or style sheet options will then have been added to the default template and default style sheet selection lists for you to select for your website.



2.8.1.4.2 Website Settings

The basic website settings are two special HTML headers, which tells web browsers which version of HTML code and which character set encoding you are using for your website. If you do not have any preferences for this, simply leave the “HTML DOCTYPE” blank or select the “HTML 4.01 Transitional” option, and set the “HTML Content-Type charset” to the default “UTF-8”.

- HTML DOCTYPE
  Web page header defining the HTML standard used for the web page. Leave blank to let web browsers detect and handle the web page HTML document type.

- HTML Content-Type charset
  Web page header defining the character set used for the web page and to be used to post data to the web server. Leave blank to use the default (UTF-8) character set.

A fixed text, such as for example your company name, can also be displayed before or after the title of all your website pages in the web browser. These texts are only displayed in the web browser window's title – not before/after the title in the web page content.

- Default Page Title Prefix
  Text displayed before the page title in the web browser window title.

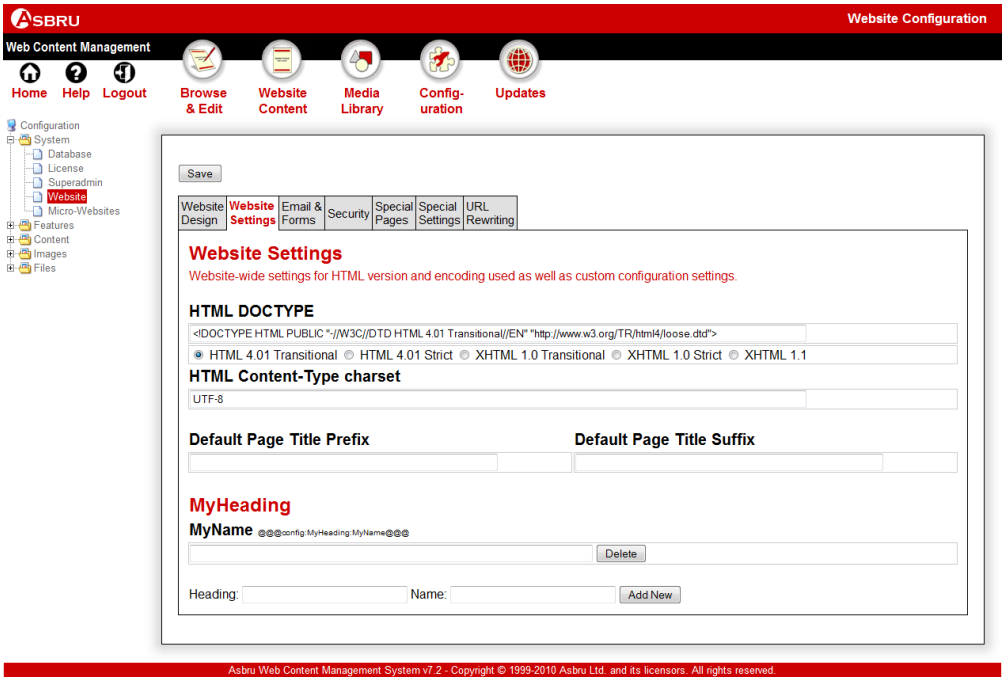
- Default Page Title Suffix
  Text displayed after the page title in the web browser window title.

A number of additional website settings may also be listed depending on your imported Website Content and Website Design.

Finally, you can define your own additional custom website settings and use these on your website on your pages and in your templates, style sheets and scripts.

Each website settings is labeled with a "heading" by which the website settings are grouped and a "name". Simply enter a heading and a name and select "Add New" to add a new custom website setting. This will then be added on the website settings page and a value can be entered for the website setting. The website setting can also be removed again. Please note that you must also "Save" the website settings after you are done adding/editing the website settings or they will be lost.

You can use the custom website settings anywhere on your website pages and in your templates, style sheets and scripts using the special code "@@@config:HEADING:NAME@@@" (replace "HEADING" with the website setting "header" label and replace "NAME" with the website setting "name" label) which automatically and dynamically will be replaced with that website setting's value when the page etc. is viewed/used on your website.



2.8.1.4.3 Email & Forms

2.8.1.4.3.1 Email Addresses and Mail Server

- Email to (default email address)
  The email address to which all contact/feedback form contents are emailed.

- Email addresses (additional permitted email addresses)
  The email addresses (separated by linebreaks) which contact/feedback form contents may be emailed to.

- Mail server
  The mail server through which emails should be sent. As default this is set to "localhost".

  Depending on your web server and programming language platform the mail server may not be configurable through the web content management system and may need to be configured elsewhere.

2.8.1.4.3.2 Forms CAPTCHA Confirmation

The web content management system includes various functionality for website visitors to register and to post data – including contact forms, guestbooks, blogs, message boards, shopping cart and user registration etc. Unfortunately, many individuals and organisations abuse such website functionality to post unsolicited advertising and links to malicious websites etc. using automated programs. To prevent automated programs from posting such data to your website the web content management system can be configured to require website visitors to enter a so-called CAPTCHA ("Completely Automated Public Turing test to tell Computers and Humans Apart") confirmation code to post data and order products etc.

As default such confirmation codes are note required by the web content management system, but three different types of CAPTCHA confirmation codes can be configured:

- None
  No CAPTCHA confirmation code is required for website visitors to post forms.

- ReCAPTCHA.net
  Requires website visitors to authenticate themselves using the free, "official" CAPTCHA online service www.ReCAPTCHA.net. To use this service a free user account and set of private and public keys are required. This is the most efficient and recommended CAPTCHA configuration.

- Random Characters
  Requires website visitors to authenticate themselves by entering a number of characters/digits randomly selected by the web content management system from the list of configured characters/digits.

- Random Words
  Requires website visitors to authenticate themselves by entering a word randomly selected by the web content management system from the list of configured words.

CAPTCHA confirmation can be enabled for different types of website functionality:

- Contact forms (/contact.aspx)
  Requires website visitors to authenticate themselves for all web page forms posted to the "/contact.aspx", "/contact.jsp" and "/contact.php" program scripts.

- Content and data posts (/post.aspx)
  Requires website visitors to authenticate themselves for all web page forms posted to the "/post.aspx", "/post.jsp" and "/post.php" program scripts as used by the blog, guestbook, message board website functionality modules etc.

- Shopping cart (/shopcart.aspx)
  Requires website visitors to authenticate themselves for shopping cart orders posted to the "/shopcart.aspx", "/shopcart.jsp" and "/shopcart.php" program scripts ("/shopcart.aspx?complete=xxx", "/shopcart.jsp?complete=xxx" and "/shopcart.php?complete=xxx").

- User registration (/register.aspx)
  Requires website visitors to authenticate themselves for all web page forms posted to the "/register.aspx", "/register.jsp" and "/register.php" program scripts.

- Logged in registered users
  Requires registered website visitors who have already logged in on the website to also authenticate themselves for the above. Otherwise, already registered and logged in website visitors will not be required to authenticate themselves again.

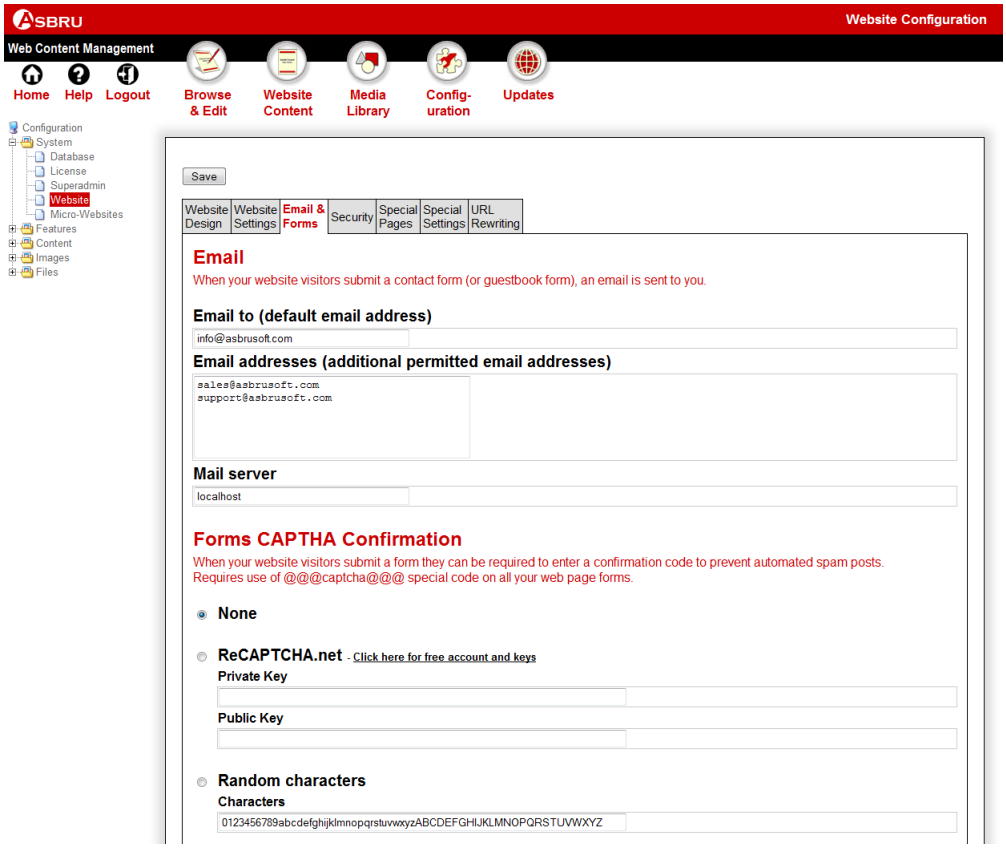
To use the CAPTCHA confirmation functionality an additional special code must be added to web page forms which are posted to the above, enabled program scripts:

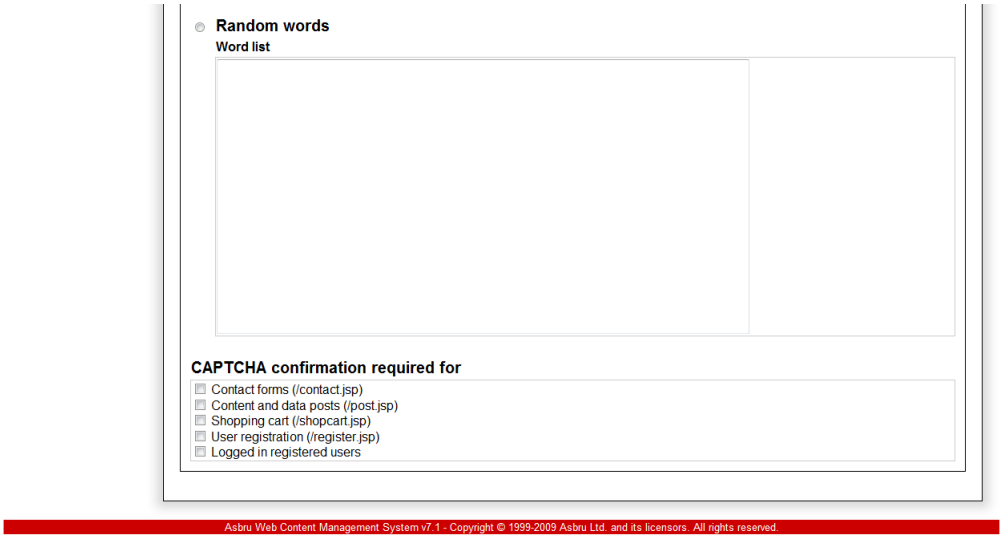
- @@@captcha@@@
  Must be added to the web page forms between the <FORM .....> and “</FORM> HTML codes. This special code will be replaced by the web content management system with the CAPTCHA confirmation prompt and input field.

  If the ReCAPTCHA.net service is used this will be a styled box containing a CAPTCHA graphic image and an input field. Otherwise, this will be simple, unstyled HTML code such as:
  " ... challenge ... " <input type="text" name="captcha">
  which can/should be styled using CSS style sheet styles for the “captcha”, "captchachallenge" and "captcharesponse" style class names.

- @@@error@@@
  Can be added anywhere on the web page forms where @@@captcha@@@ special codes are also used. This special code will be replaced with an error message if an incorrect CAPTCHA confirmation is entered/posted.

Important: If no @@@captcha@@@ special code is added to web page forms for which CAPTCHA confirmation is required then posted web page form data will simply be ignored by the web content management system.





2.8.1.4.4 Security

- Require website administrators to login over SSL
  As default website administrators can login to the web content management system over the standard "http" web communications protocol. Such communication may be monitored and website administrators' usernames and passwords may be captured by unauthorized individuals.

  If your web server is configured to support the SSL (Secure Socket Layer) encrypted "https" web communications protocol, you can require that website administrators must login over SSL to access the web content management system for increased security. If website administrators try to login to the web content management system over the standard "http" protocol they are automatically redirected to use the SSL encrypted "https" protocol instead.

  Please note that this option can only be enabled if you access the web content management system over SSL to prevent you from locking yourself out of the web content management system if SSL is not configured for your web server. Access the web content management system over SSL by using the web address "https://yourwebsite/webadmin/" instead of "http://yourwebsite/webadmin/".

- Use SSL after website administrators logout
  As default website administrators are redirected to your public website (http://yourwebsite.com/). Optionally, they can be redirected to your website over SSL instead (https://yourwebsite.com/)..

- Require registered website users to login over SSL
  As default registered website users can login to access restricted website content over the standard "http" web communications protocol. Such communication may be monitored and website administrators' usernames and passwords may be captured by unauthorized individuals.

If your web server is configured to support the SSL (Secure Socket Layer) encrypted "https" web communications protocol, you can require that registered website users must login over SSL to access restricted website content for increased security. If registered website users try to login to access restricted website content over the standard "http" protocol they are automatically redirected to use the SSL encrypted "https" protocol instead.

- Use SSL after registered website users logout
  As default registered users are redirected to your public website (http://yourwebsite.com/). Optionally, they can be redirected to your website over SSL instead (https://yourwebsite.com/).

2.8.1.4.4.1 Superadmin website administrator login

- On superadmin login send email notification to
  To monitor all superadmin website administrator access to your web content management system an email notification can be sent to an email address every time the superadmin website administrator logins to the web content management system.

- On superadmin login failure send email notification to
  To monitor all failed superadmin website administrator attempts to access your web content management system an email notification can be sent to an email address every time the superadmin fails to login to the web content management system.

- Block superadmin login after number of failed attempts
  If login as the superadmin website administrator fails the given number of consecutive times a new random password will be generated for the superadmin, and the superadmin must use the "/webadmin/password/" functionality to retrieve the new password.

- Redirect blocked superadmin to the URL
  If login as the superadmin is blocked because of too many failed login attemps, the user is redirected to the given URL.

2.8.1.4.4.2 Website administrator login

- On admin login send email notification to
  To monitor all website administrator access to your web content management system an email notification can be sent to an email address every time a website administrator logins to the web content management system.

- On admin login failure send email notification to
  To monitor all failed website administrator attempts to access your web content management system an email notification can be sent to an email address every time a website administrator fails to login to the web content management system.

- Block admin login after number of failed attempts
  If login as a website administrator fails the given number of consecutive times a new random password will be generated for the website administrator, and the website administrator must use the "/password/" functionality to retrieve the new password.

- Redirect blocked admin to the URL
  If login as a website administrator is blocked because of too many failed login attemps,

the user is redirected to the given URL.

- Expire website administrator passwords after ___ days
  Website administrators are prompted to change their password after the given number of days since their last password change or user account update. If no expiration period is given the website administrator passwords do not expire.

2.8.1.4.4.3 Website user login

- On user login send email notification to
  To monitor all website user access to your website an email notification can be sent to an email address every time a website user logins to the website.

- On user login failure send email notification to
  To monitor all failed website user attempts to access your website an email notification can be sent to an email address every time a website user fails to login to the website.

- Block user login after number of failed attempts
  If login as a website user fails the given number of consecutive times a new random password will be generated for the website user, and the website user must use the "/password/" functionality to retrieve the new password.

- Redirect blocked user to the URL
  If login as a website user is blocked because of too many failed login attemps, the user is redirected to the given URL.

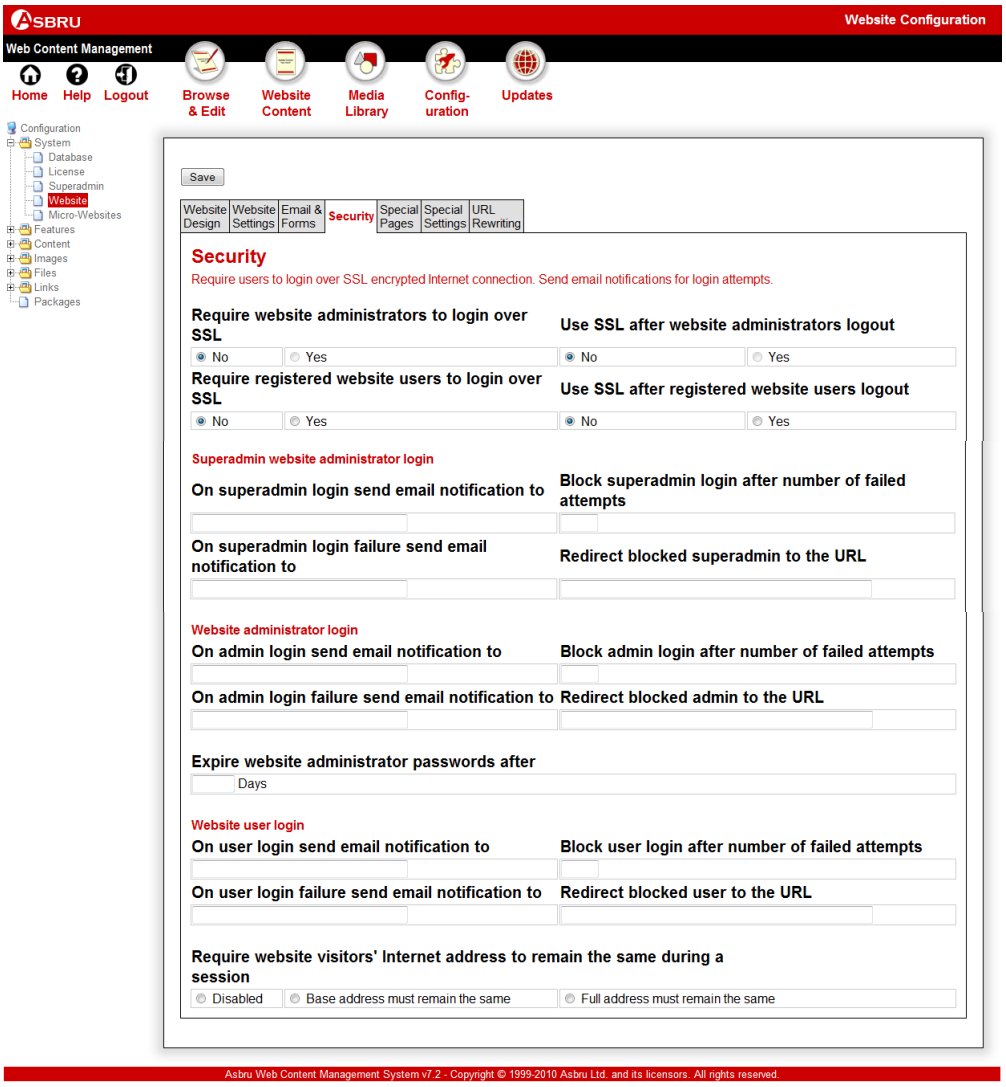
- Require website visitors' Internet address to remain the same during a session
  To help prevent website attacks such as so-called session hijacking and session fixation the website visitors' Internet address can be checked and restricted:

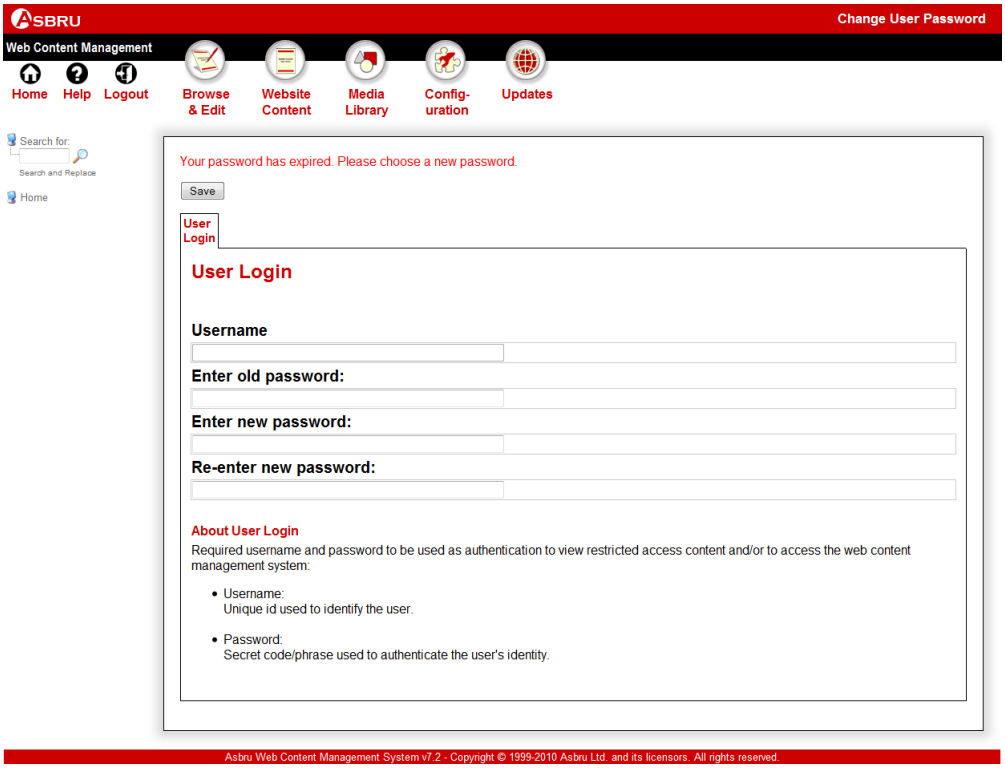
  - Disabled
    Website visitors' Internet address is not checked and restricted.
    WARNING: This may make website visitors' login etc. vulnerable to website attacks such as session hijacking and session fixation unless this is prevented in other ways by the web server or a proxy server or a firewall etc.

  - Base address must remain the same (default)
    Website visitors' specific, first part of the Internet address is allowed to change but the base address address must remain the same. If a website visitor's company or Internet Service Provider renews the Internet addresses periodically (for example changing a website visitor's Internet address from "cust-66-249-71-87.someisp.net" to "cust-66-249-71-53.someisp.net"), or if a website visitor's company or Internet Service Provider uses a number of different proxy servers (for example changing a website visitor's Internet address from "proxy-x.someisp.net" to "proxy-y.someisp.net") the website visitor is still considered to be the same user and remains logged in etc. If the base Internet address changes then the website visitor is considered to be a new user and is automatically logged out etc.

  - Full address must remain the same
    Website visitors' full Internet address must remain the same. If any part of the full Internet address changes then the website visitor is considered to be a new

user and is automatically logged out etc.
WARNING: This may cause login problems etc. on a public website where website visitors' companies and Internet Service Providers may be using dynamic Internet addresses and multiple proxy servers etc.





2.8.1.4.5 Special pages

- Default page (homepage)
  The page to be displayed as the default homepage when your website is accessed. You will probably want to leave this as the default “Home” page, but you can select any page.

- Default page for non-existing pages
  The page to be displayed when a non-existing page on your website is accessed.

- Default page for unpublished pages
  The page to be displayed when an unpublished page on your website is accessed.

- Default page for expired pages
  The page to be displayed when an expired page on your website is accessed.

- Default login page
  The page prompting your website visitors for a username and password when they try to access content with restricted access. You will probably want to leave this as the default “Login” page. The login page is not an ordinary page but must include special codes. Please see 3.22.1 Contact Form for details.

- Default search results page
  The page used to display search results to your website visitors when they use the search functionality. You will probably want to leave this as the default “Search Results” page. The search results page is not an ordinary page but must include special codes. Please see

3.22.4 Search Results Page for details.

- Default search results entry
  The page used to display each search result entry on the search results page. You will probably want to leave this as the default “Search Results Entry” page. The search results entry is not an ordinary page but must include special codes. Please see 3.22.5 Search Results Entry for details.

- Default list entry
  The page used to display each list entry on pages with @@@list:.....@@@ tags. You will probably want to leave this as the default “List Entry” page. The list entry is not an ordinary page but must include special codes. Please see 3.22.6 List Entry for details.

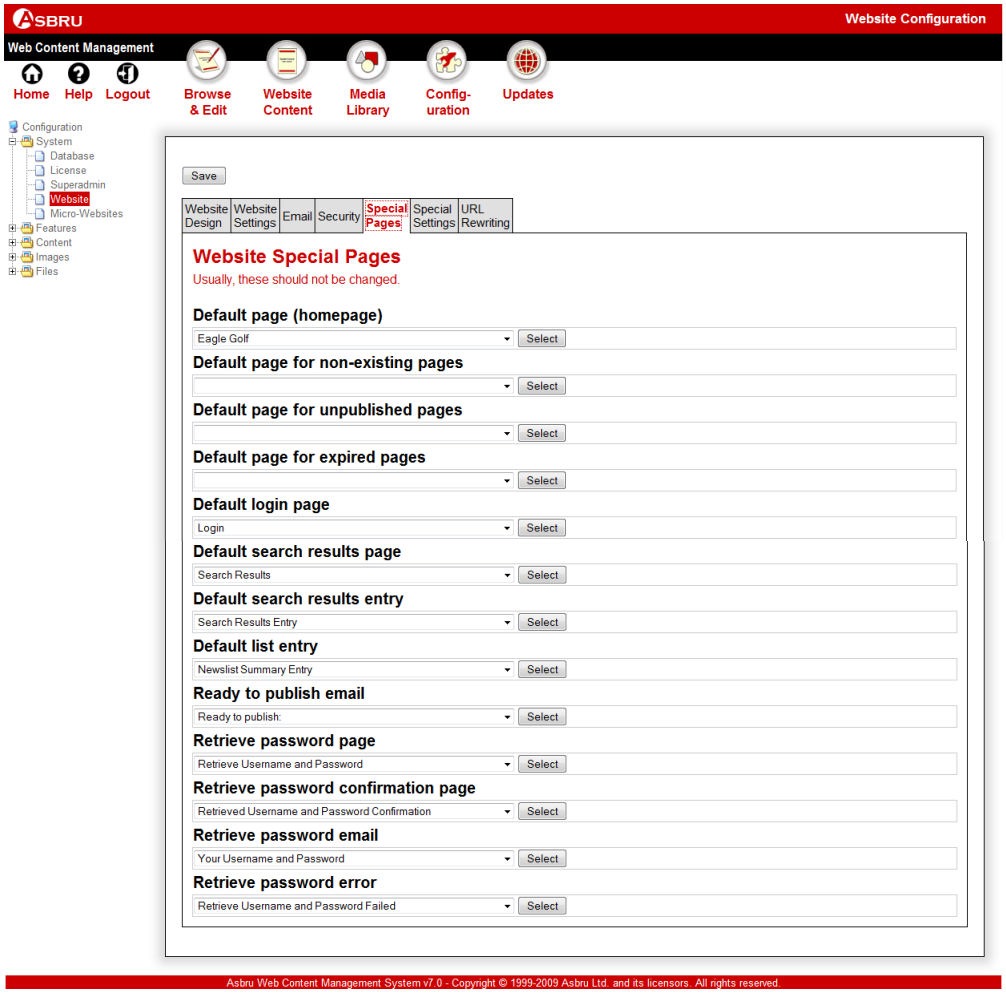
- Ready to publish email
  The page emailed to website administrators when content is created/updated and marked as “ready to publish”. You will probably want to leave this as the default “Ready to publish:” page. The ready to publish email is not an ordinary page but must include special codes. Please see 3.22.10 Ready To Publish Email for details.

- Retrieve password page
  The page displayed to users to retrieve username/password details. The retrieve password page is not an ordinary page but must include special codes. Please see 3.22.11 Retrieve Password Page for details.

- Retrieve password confirmation page
  The page displayed to users after username/password details successfully retrieved. The retrieve password confirmation page is not an ordinary page but may include special codes. Please see 3.22.12 Retrieve Password Confirmation Page for details.

- Retrieve password email
  The page emailed to users when username/password details successfully retrieved. The retrieve password email is not an ordinary page but may include special codes. Please see 3.22.13 Retrieve Password Email for details.

- Retrieve password error
  The page displayed to users if username/password details could not be retrieved. The retrieve password error is not an ordinary page but may include special codes. Please see 3.22.14 Retrieve Password Error for details.



2.8.1.4.6 Special settings

You will probably want to leave these special settings as the default unless you have special requirements.

- Image web addresses
  - Indirect (default)
    Images are displayed indirectly through the "/image.xxx" script (where "xxx" is "aspx", "jsp" or "php" depending on which version of the Asbru Web Content Management system you are using).

  - Direct (faster but disables some functionality)
    Images are displayed directly using the images' filenames on the web server. This disables the Asbru Web Content Management system access control functionality; staging functionality; versioning functionality; and images cannot be replaced with images of another format.

- File web addresses

- Indirect (default)
  Files are opened indirectly through the "/file.xxx" script (where "xxx" is "aspx", "jsp" or "php" depending on which version of the Asbru Web Content Management system you are using).

  As default links to files use the format "/file.xxx?id=ID" where ID is the file's unique content item id in the web content management system. Alternatively, links to files using the format "/file.xxx?FILENAME.XXX" where FILENAME.XXX is the file's filename in the web content management system, can be entered into the web content editor, manually.

- Direct (faster but disables some functionality)
  Files are opened directly using the files' filenames on the web server. This disables the Asbru Web Content Management system access control functionality; staging functionality; versioning functionality; and files cannot be replaced with files of another format.

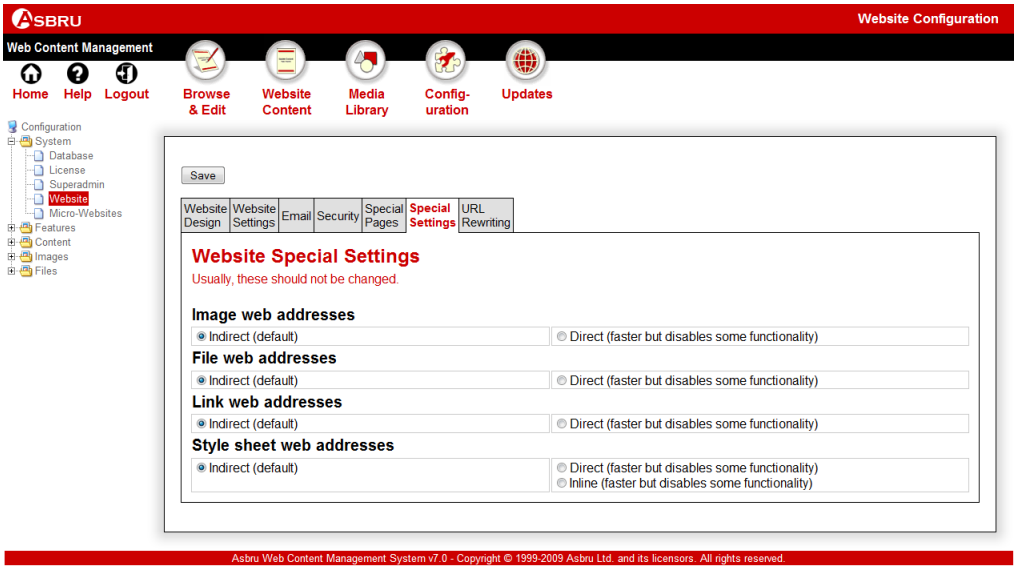
- Link web addresses
  - Indirect (default)
    Links are opened indirectly through the "/link.xxx" script (where "xxx" is "aspx", "jsp" or "php" depending on which version of the Asbru Web Content Management system you are using).

  - Direct (faster but disables some functionality)
    Links are opened directly using the links' web address URLs. This disables the Asbru Web Content Management system access control functionality; versioning functionality; and existing links are not automatically updated when updated.

- Style sheet web addresses
  - Indirect (default)
    Style sheets are loaded indirectly through the "/stylesheet.xxx" script (where "xxx" is "aspx", "jsp" or "php" depending on which version of the Asbru Web Content Management system you are using).

  - Direct (faster but disables some functionality)
    Style sheets are opened directly using the style sheets' web address URLs. This disables the Asbru Web Content Management system access control functionality; versioning functionality; and existing links are not automatically updated when updated.

  - Inline (faster but disables some functionality)
    Style sheets are included inline on each web page. This disables the Asbru Web Content Management system access control functionality.



2.8.1.4.7 Website addresses URL rewriting:

- "Dynamic" web addresses
  Use "dynamic" web addresses such as "/page.aspx?id=1", which require no special web server configuration.

- "Static" web addresses
  Use search engine and log analysis friendly "static" web addresses such as "/page.aspx/id=1", which require special web server configuration.

The default "dynamic" web addresses can be used with any standard web server software.

Use of "static" web addresses requires web server software with URL rewriting capabilities such as Apache with the mod_rewrite module or Microsoft Internet Information Server with one of the commercial or free URL rewrite ISAPI filters.

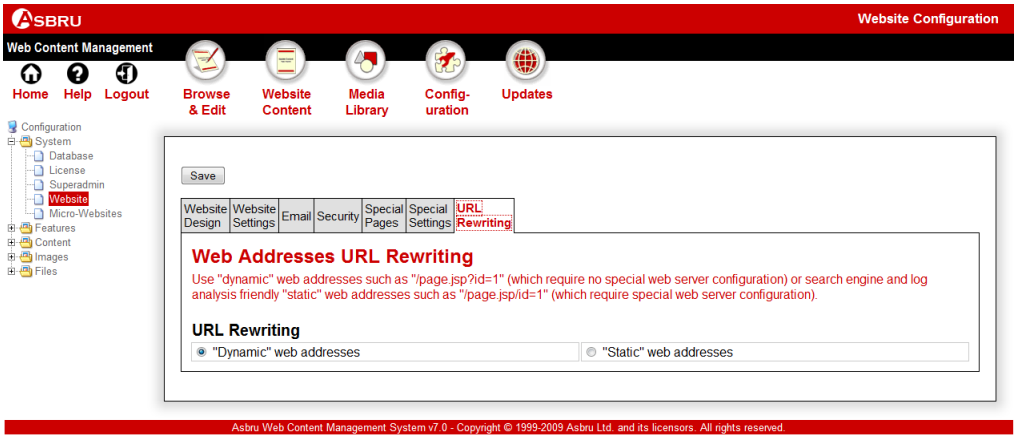
To use the "static" web addresses URL rewriting feature of the Asbru Web Content Management system, you should configure your web server to rewrite URL web addresses like this Apache mod_rewrite example:

```
RewriteCond %{REQUEST_URI}      ^/(.+)/id=(.*)$

RewriteRule ^/(.+)/id=(.*)$     /$1?id=$2&%{QUERY_STRING} [L]
```

What the above Apache mod_rewrite example does is to check if incoming requests match the format "/FOO/id=BAR" – for example "/page.aspx/id=1". If the incoming request matches this format then the request is rewritten to the format "/FOO?id=BAR" – for example "/page.aspx?id=1".

Please see your web server and URL rewrite software documentation for configuration details.



2.8.1.5 Micro-Websites

Micro-Websites can be used to display different default pages (homepages) and to use different templates and style sheets for different Internet domain names leading to your website. Micro-Websites can also be used to display different default pages (homepages) and to use different templates and style sheets according to the website visitors' web browser and web browser language preference settings. Finally, micro-websites can be used for landing page optimization of referrals from search engines and other websites.

2.8.1.5.1 Internet domain names

By default the Default Page (Homepage) and the Default Template and Default Style Sheet as configured for your website are used when your website is accessed. You may have any number of different Internet domain names leading to your website, but as default the Asbru Web Content Management system does not distinguish between them.

However, you may want different Internet domain names to lead to different sections and pages of your website such as:

- www.yourcompany.com
  Leading to the main page on your website.

- www.yourcompany.co.uk
  Leading to the main page on your website.

- support.yourcompany.com
  Leading directly to your support page.

- partner.yourcompany.com
  Leading directly to your partner page.

- www.yourproduct1.com
  Leading directly to one of your product pages.

- www.yourproduct2.com
  Leading directly to another of your product pages.

This is easy to configure using the Micro-Websites feature of the Asbru Web Content Management system.

First, you must arrange with your Internet domain name provider for all of your Internet domain names to point/lead to your website. When your Internet domain names point/lead to your website, using any of your different domain names will initially lead to the Default Page (Homepage) of your website.

You do not have to do anything for your general Internet domain name(s), which should continue to lead to the Default page (home page) of your website.

2.8.1.5.2 Visitor's from Internet addresses settings

As default all your website visitors are served the same web pages no matter where (which Internet addresses) they visit your website from. However, you may want your website visitors from different locations (Internet addresses) to be directed to different sections and pages of your website such as:

- Your employes on your local area network being directed to the Intranet main page on your website.
- Your customers (if you are an Internet Service Provider) being directed to your existing customer news and support page on your website.
- Website visitors from different countries being directed to pages in their native language on your website.

This is easy to configure using the Micro-Websites feature of the Asbru Web Content Management system.

2.8.1.5.3 User agent (Web browser)

By default the Default Page (Homepage) as configured for your website is displayed when your website is accessed. Your website visitors may be using different devices and web browsers, but as default the Asbru Web Content Management system does not distinguish between them.

However, you may want website visitors with different devices (such as mobile phones) and different web browsers (such as simple text web browsers, special accessibility web browsers, and old and non-standard web browsers) to see different default pages (homepages) on your website such as:

- Mobile phone web browsers
  Leading to a simplified low-bandwidth default page/version of your website.
- Old and non-standard web browsers
  Leading to default page/version of your website warning the user that they are using an old or non-standardard web browser, which may not work correctly with your website.

This is easy to configure using the Micro-Websites feature of the Asbru Web Content Management system.

Each web browser has its own “user agent” identification such as:

Mozilla/4.0 (compatible; MSIE 8.0; Windows NT 6.0; Trident/4.0; Mozilla/4.0 (compatible; MSIE 6.0; Windows NT 5.1; SV1) ; SLCC1; .NET CLR 2.0.50727; Media Center PC 5.0; .NET CLR 1.1.4322; .NET CLR 3.5.21022; WWTClient2; .NET CLR 3.5.30729; .NET CLR 3.0.30729)

for the Microsoft Internet Explorer 8 web browser, and:

Mozilla/5.0 (iPhone; U; CPU like Mac OS X; en) AppleWebKit/420+ (KHTML, like Gecko) Version/3.0 Mobile/1A543 Safari/419.3

for the Apple iPhone Safari web browser.

Please note that each web browser version may have different “user agent” identifications.

Micro-website filters will match any part of the “user agent” identification, so the full “user agent” identification may not need to be configured, but something unique for the relevant web browsers is required.

2.8.1.5.4 Web browser language preference settings

By default the Default Page (Homepage) as configured for your website is displayed when your website is accessed. Your website visitors may have selected different web browser language preference settings, but as default the Asbru Web Content Management system does not distinguish between them.

However, you may want website visitors with different web browser language preference settings to see different default pages (homepages) on your website such as:

- French [fr]
  Leading to the French language default page/version of your website.

- German [de]
  Leading to the German language default page/version of your website.

This is easy to configure using the Micro-Websites feature of the Asbru Web Content Management system.

2.8.1.5.5 Referrals from other websites

By default the Default Page (Homepage) as configured for your website is displayed when your website is accessed through a link on another website. For “landing page optimization” you may want to display different default pages (homepages) depending on which website and eventually which web page your website visitors comes from such as:

- Website visitors from other special interest websites/pages being directed to the information and products which visitors from those other websites are most likely to be interested in.

- Website visitors from affiliate/campaign websites/pages being pesentend with special offers.

This is easy to configure using the Micro-Websites feature of the Asbru Web Content Management system.

2.8.1.5.6 Search engine and directory website query referrals

By default the Default Page (Homepage) as configured for your website is displayed when your website is accessed through a search engine or directory website query. For "landing page optimization" you may want to display different default pages (homepages) depending on which search queries your website visitors used to find your website such as:

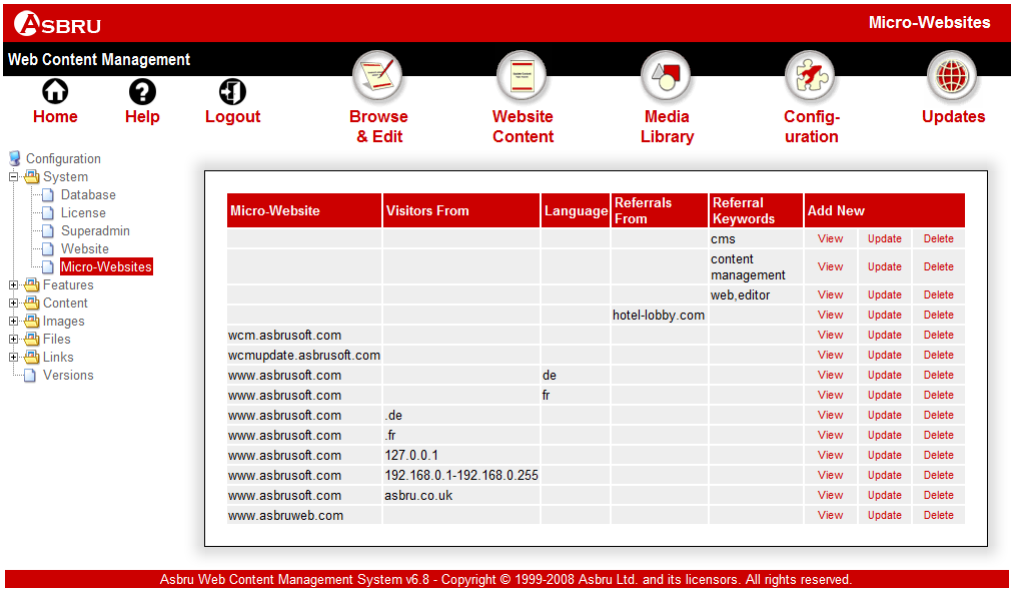
- Website visitors searching for specific kind of information/products being directed directly to the information and products of that kind.

- Website visitors searching for specific uses and features of your products being directed to websites pages specifically describing those uses and features.

This is easy to configure using the Micro-Websites feature of the Asbru Web Content Management system.

2.8.1.5.7 Micro-Websites Configuration

Select the Configuration – System – Micro-Websites menu item link to configure your additional Internet domain names and/or website visitor web browser language preference settings to lead to different pages than the Default Page (Homepage).



For each of your additional Internet domain names, website visitor web browser language preference settings, referral website addresses and referral keywords, please select Add New; enter the Internet domain name and/or web browser language preference setting and/or referral website address and/or referral keywords, select the relevant Default Page and select Save:

- Domain
  Your full additional Internet domain name such as "support.yourcompany.com"

- Visitors From
  Optional (leave blank for visitors from any Internet address) website visitor's Internet address such as:
  - "192.168.0.1-192.168.0.255" for a range of Internet IP addresses.
  - "192.168.0.128" for a specific Internet IP address.
  - "192.168." or "192.168.0." for an Internet IP address subnet.
  - ".uk" or ".de" or ".fr" or "asbru.co.uk" for Internet domain name addresses.

- Language
  Optional (leave blank to match all web browser language preference settings) web browser language preference setting code such as "en", "en-us", "fr" or "de".

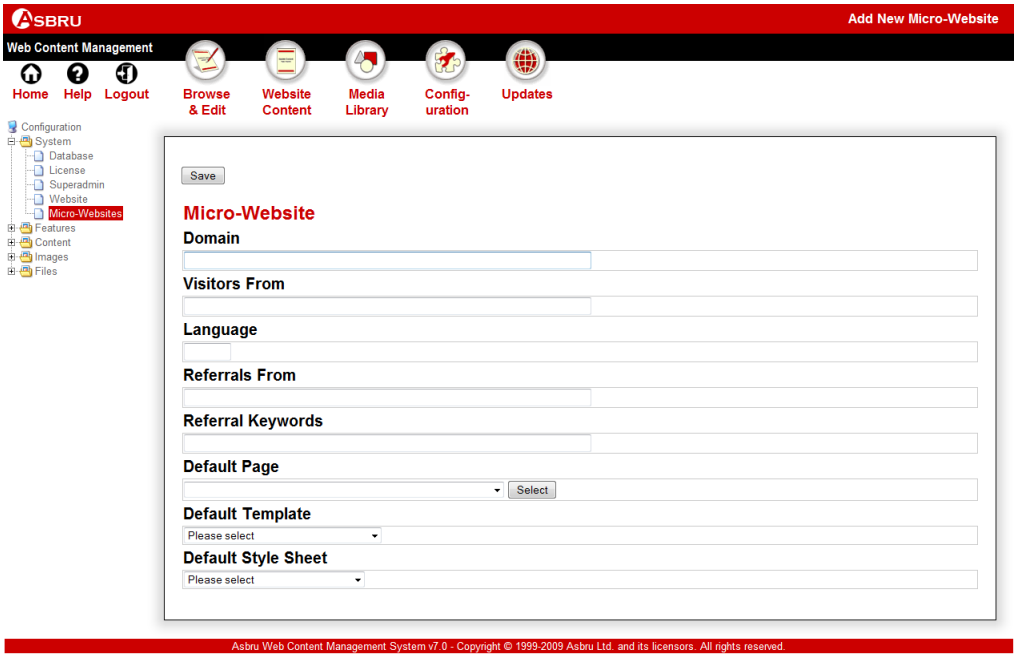
- Referrals From
  Optional (leave blank for referrals from any Internet address) other website Internet address with links to your website such as:
  - “google.com” for referrals from the Google search engine.
  - “yahoo.com” for referrals from the Yahoo yellow pages directory.
  - “affiliatewebsite.com/specialoffers.html” for referrals from a specific web page on an affiliate website.

- Referral Keywords
  Optional (leave blank for any type of referral keywords or no referral keywords) search engine or directory website query words and phrases used to find your website such as:
  - “cms” for queries for the word/abbreviation “cms”.
  - “web,editor” for queries for both the words “web” and “editor”
  - “content management” for queries for the phrase “content management”.

- Default Page
  The default page to be displayed when the Internet domain name (and the Visitors From and Language settings) is used to access your website.

- Default Template
  The default template to be used when the Internet domain name (and the Visitors From and Language settings) is used to access your website.

- Default Style Sheet
  The default style sheet to be displayed when the Internet domain name (and the Visitors From and Language settings) is used to access your website.



When you access your website through one of your additional Internet domain names and from the website visitor Internet address (if any specified) with your web browser language preference settings set to one of your configured language codes (if any specified) and through a link on the referral website (if any specified) using the query keywords (if any specified) it leads to the configured Micro-Website Default Page instead of your configured Default Page (Homepage) of your website.

Please note that you do not need to define all the different settings for each micro-website. Typically, you may only want to define a single or a few of the settings such as:

- Only the Domain setting to direct website visitors to different sections of your website depending on the Internet address used to access your website.
- Only the Visitors From setting to direct employees to your intranet website.
- Only the Language setting to direct website visitors to different language versions of your website depending on their web browser language preference settings.
- Only the Referrals From setting to direct website visitors visiting through links on other website to the information/products most likely to be relevant to them.
- Only the Referrals Keywords setting to direct website visitors visiting through queries on other search engine and directory websites to the information/products most likely to be relevant to them.

Please also note that micro-websites only apply for default pages (homepages) such as when your website visitors simply access “www.yourwebsite.com”. When website visitors access a specific website page such as “www.yourwebsite.com/page.jsp?id=123” the defined micro-websites will not redirect the website visitors to another website page. If you want to display

different content on any page on your website depending on which website/page and/or query keywords they used to get to that page, you can use the “referral” custom extension. Please see 8.3.9 Search engine and directory referrals for details.

2.8.1.6 Related Features

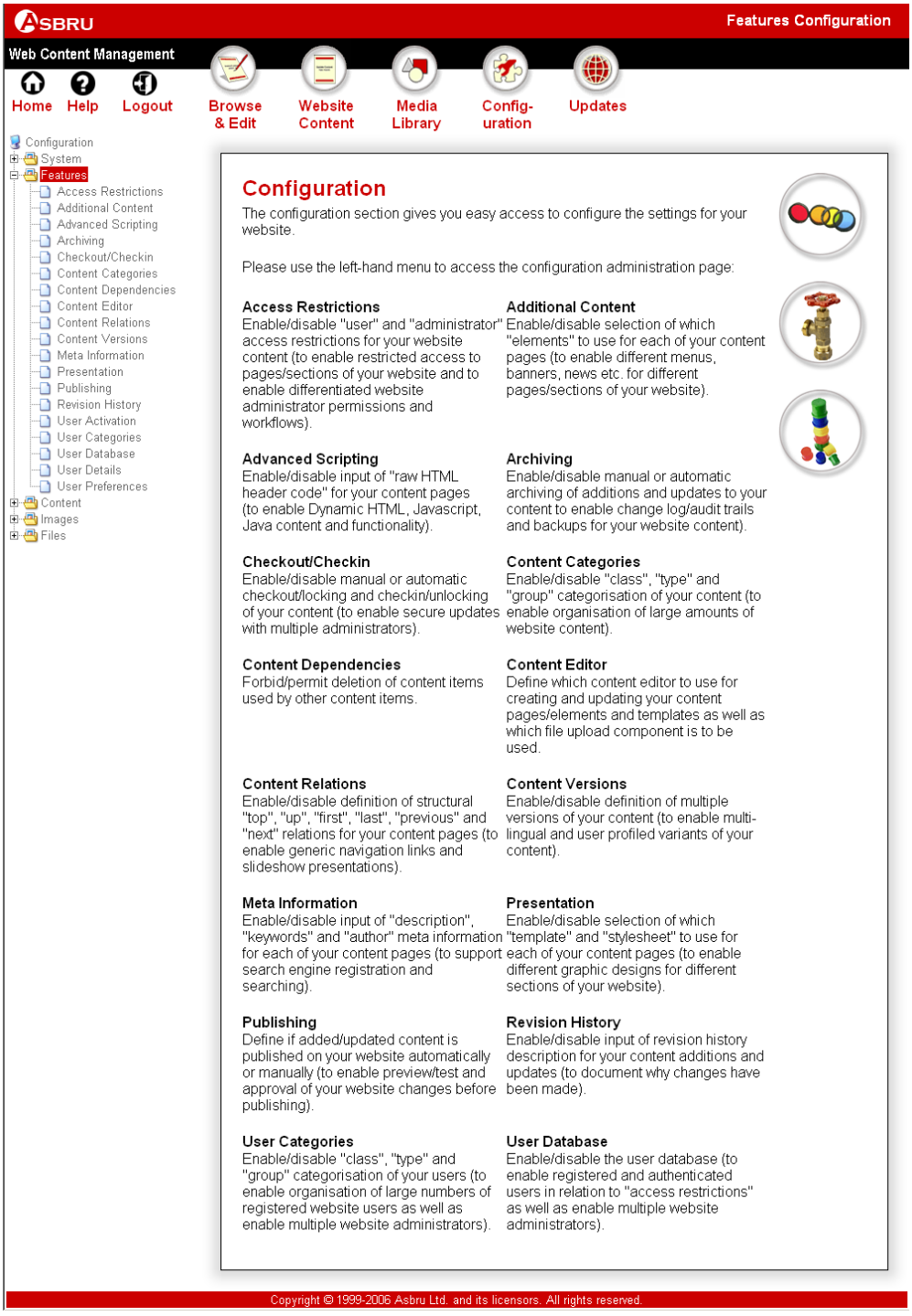
Micro-Website may also be used in relation to multi-lingual and other multi-version websites. Please see 3.18 Multi-Lingual and Other Multi-Version Content for details.

2.8.2 Features

The Features Configuration gives you access to enable and disable various optional features of the Asbru Web Content Management system.

Select the Configuration link in the toolbar on any of the administration pages and then the Features menu item link to access the Features Configuration administration web pages.

Please see 3 Advanced Web Content Management for details on the various optional features of the Asbru Web Content Management system.


ASBRU
Features Configuration
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Config-uration
Updates
Configuration
System
Features
Access Restrictions
Additional Content
Advanced Scripting
Archiving
Checkout/Checkin
Content Categories
Content Dependencies
Content Editor
Content Relations
Content Versions
Meta Information
Presentation
Publishing
Revision History
User Activation
User Categories
User Database
User Details
User Preferences
Content
Images
Files
Configuration
The configuration section gives you easy access to configure the settings for your website.
Please use the left-hand menu to access the configuration administration page:
Access Restrictions
Enable/disable "user" and "administrator" access restrictions for your website content (to enable restricted access to pages/sections of your website and to enable differentiated website administrator permissions and workflows).
Additional Content
Enable/disable selection of which "elements" to use for each of your content pages (to enable different menus, banners, news etc. for different pages/sections of your website).
Advanced Scripting
Enable/disable input of "raw HTML header code" for your content pages (to enable Dynamic HTML, Javascript, Java content and functionality).
Archiving
Enable/disable manual or automatic archiving of additions and updates to your content to enable change log/audit trails and backups for your website content).
Checkout/Checkin
Enable/disable manual or automatic checkout/locking and checkin/unlocking of your content (to enable secure updates with multiple administrators).
Content Categories
Enable/disable "class", "type" and "group" categorisation of your content (to enable organisation of large amounts of website content).
Content Dependencies
Forbid/permit deletion of content items used by other content items.
Content Editor
Define which content editor to use for creating and updating your content pages/elements and templates as well as which file upload component is to be used.
Content Relations
Enable/disable definition of structural "top", "up", "first", "last", "previous" and "next" relations for your content pages (to enable generic navigation links and slideshow presentations).
Content Versions
Enable/disable definition of multiple versions of your content (to enable multi-lingual and user profiled variants of your content).
Meta Information
Enable/disable input of "description", "keywords" and "author" meta information for each of your content pages (to support search engine registration and searching).
Presentation
Enable/disable selection of which "template" and "stylesheet" to use for each of your content pages (to enable different graphic designs for different sections of your website).
Publishing
Define if added/updated content is published on your website automatically or manually (to enable preview/test and approval of your website changes before publishing).
Revision History
Enable/disable input of revision history description for your content additions and updates (to document why changes have been made).
User Categories
Enable/disable "class", "type" and "group" categorisation of your users (to enable organisation of large numbers of registered website users as well as enable multiple website administrators).
User Database
Enable/disable the user database (to enable registered and authenticated users in relation to "access restrictions" as well as enable multiple website administrators).
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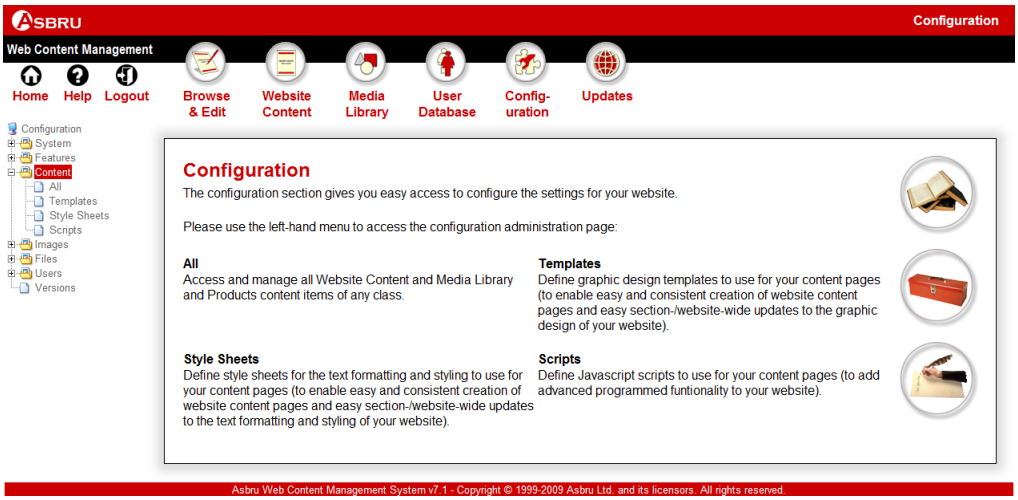
2.8.3 Content

The Content Configuration gives you access to manage the templates and style sheets for your website and to define your content groups, types and element classes if these features are enabled.

Select the Configuration link in the toolbar on any of the administration pages and then the Content menu item link to access the Content Configuration administration web pages.



2.8.3.1 All

Access and maintain all Website Content and Media Library and Product content items of any class. Please see 2.6 Content Administration for details.

2.8.3.2 Templates

Please see 2.6.4 Templates for details.

2.8.3.3 Style Sheets

Please see 2.6.5 Style Sheets for details.

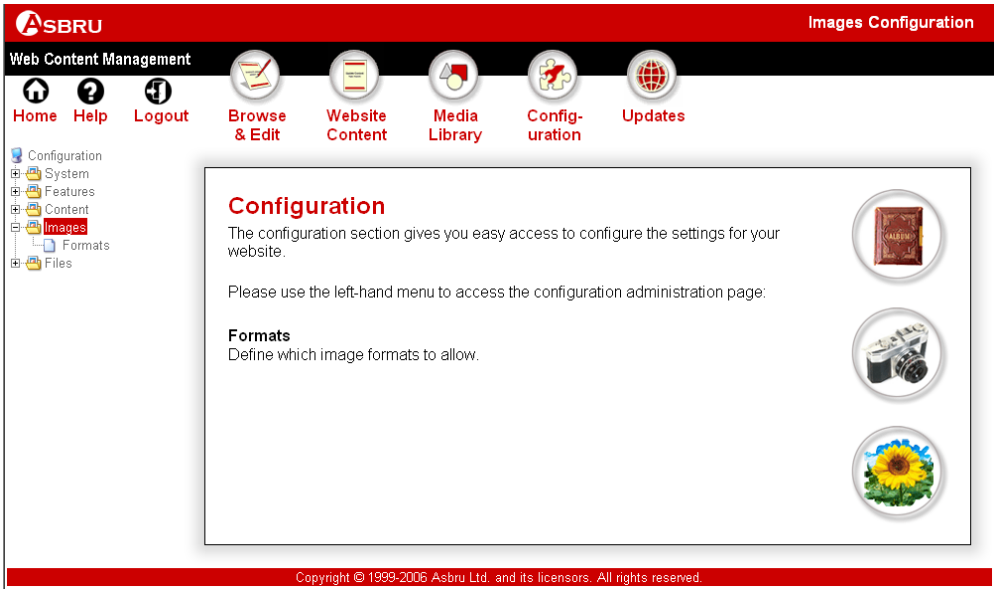
2.8.3.4 Scripts

Please see 2.6.6 Scripts for details.

2.8.4 Images

The Images Configuration gives you access to define your image formats and your image groups and types if these features are enabled.

Select the Configuration link in the toolbar on any of the administration pages and then the Images menu item link to access the Images Configuration administration web pages.



2.8.4.1 Formats

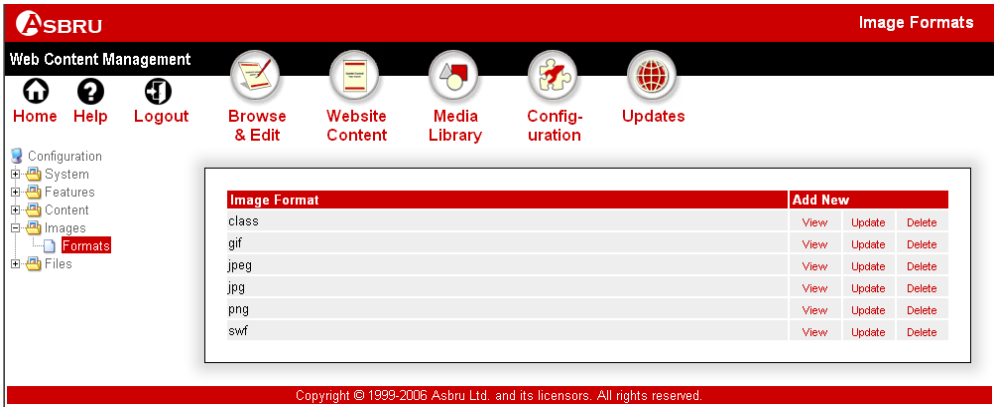
Creation and upload of images through the Asbru Web Content Editor and the Library Administration is restricted to allowed image formats, which are suitable for use on web pages.

The common web page image formats are configured as default, but any image formats can be added and deleted to suit your requirements. Please note that standard web browsers only have built-in support for certain image formats and will not be able to display unsupported image formats.

Please also note that some file formats cannot be uploaded even if they are enabled as image formats. Upload of .aspx, .jsp, .php, and other program files through the web content management system is blocked for security reasons.

Select the Configuration – Images – Formats menu item link to configure the allowed image formats. Image formats are identified by their filename extensions such as .gif and .jpg. Only images with the configured filename extensions can be uploaded to the Asbru Web Content Management system. Images with other filename extensions will be rejected.

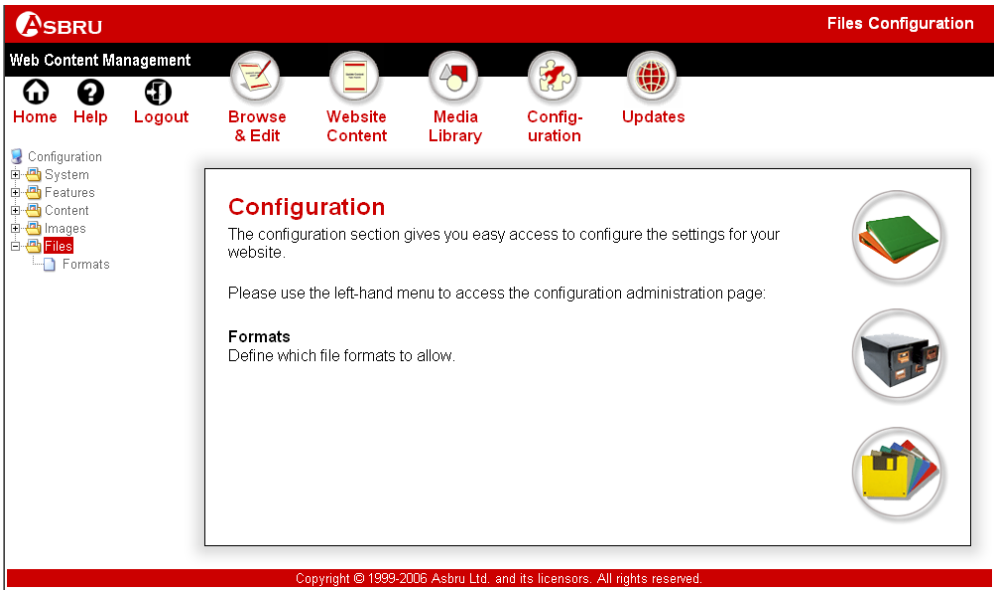
Select Add New, View, Update and Delete to configure which image format filename extensions you want to allow for your website.



2.8.5 Files

The Files Configuration gives you access to define your file formats as well as file groups and types if these features are enabled.

Select the Configuration link in the toolbar on any of the administration pages and then the Files menu item link to access the Files Configuration administration web pages.



2.8.5.1 Formats

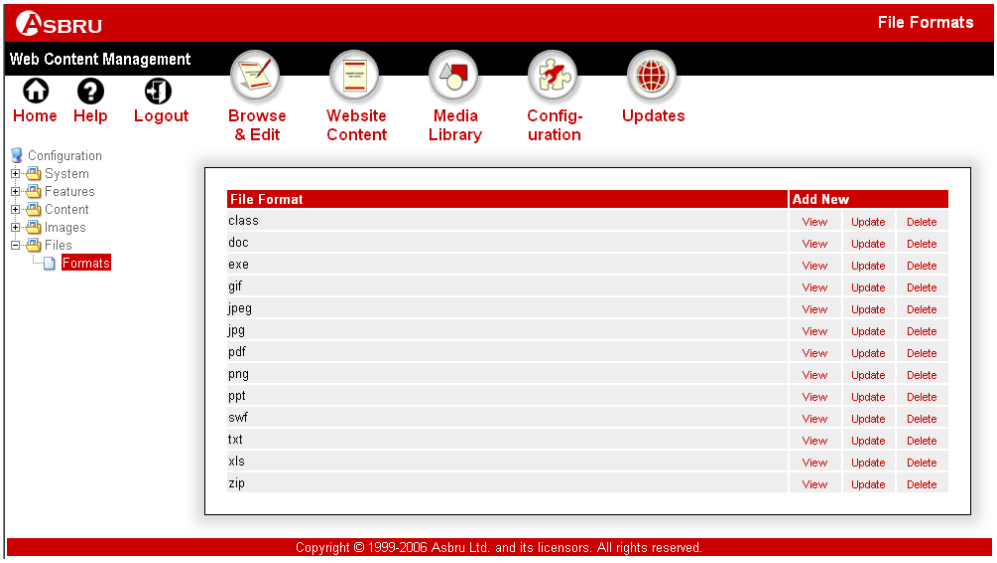
Creation and upload of files through the Asbru Web Content Editor and the Library Administration is restricted to allowed file formats.

Some common file formats are configured as default, but any file formats can be added and deleted to suit your requirements. Please note that standard web browsers only have built-in support for certain file formats and will not be able to display unsupported file formats. Other file formats may be downloaded and viewed using web browser plug-in software and external applications.

Please also note that some file formats cannot be uploaded even if they are enabled as file formats. Upload of .aspx, .jsp, .php, and other program files through the web content management system is blocked for security reasons.

Select the Configuration – Files – Formats menu item link to configure the allowed file formats. File formats are identified by their filename extensions such as .pdf and .doc. Only files with the configured filename extensions can be uploaded to the Asbru Web Content Management system. Files with other filename extensions will be rejected.

Select Add New, View, Update and Delete to configure which file format filename extensions you want to allow for your website.

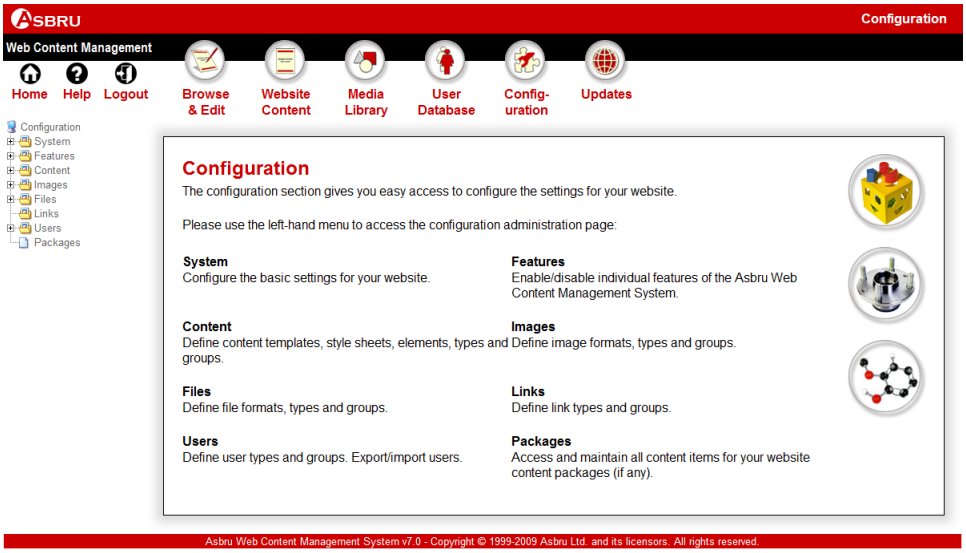


2.8.6 Packages

If the Content Categories feature is enabled, the configuration administration pages give you an additional Packages menu item to access and manage your content of each package. Selecting the Packages menu item will list the content packages on your website with access to view, update and delete each of them.

Selecting to view, update or delete one of the content packages will list all the content items that are part of that content package. Updating a content package will rename the content package. Deleting a content package will delete all the content package items.

To add new packages simply use a new “Content Categories - Package” names for one or more content items in the Website Content or Media Library administration.


ASBRU
Configuration
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
User Database
Config-uration
Updates
Configuration
System
Features
Content
Images
Files
Links
Users
Packages
Configuration
The configuration section gives you easy access to configure the settings for your website.
Please use the left-hand menu to access the configuration administration page:
System
Configure the basic settings for your website.
Features
Enable/disable individual features of the Asbru Web Content Management System.
Content
Define content templates, style sheets, elements, types and groups.
Images
Define image formats, types and groups.
Files
Define file formats, types and groups.
Links
Define link types and groups.
Users
Define user types and groups. Export/import users.
Packages
Access and maintain all content items for your website content packages (if any).
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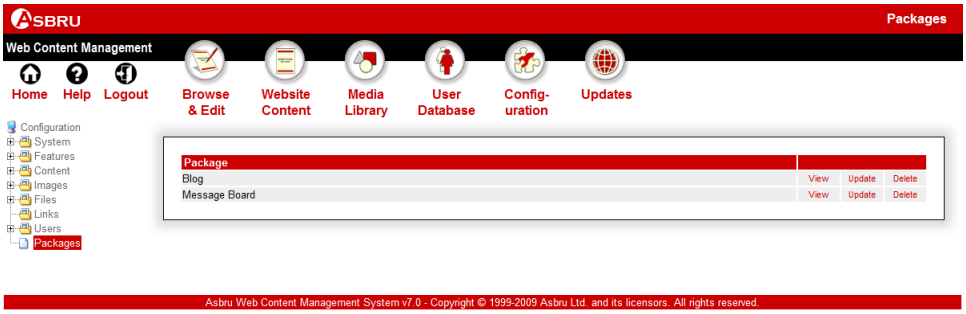
ASBRU
Packages
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
User Database
Config-uration
Updates
Configuration
System
Features
Content
Images
Files
Links
Users
Packages
Package
Blog
View
Update
Delete
Message Board
View
Update
Delete
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3 Advanced Web Content Management

The Asbru Web Content Management system includes a wide range of optional features for advanced web content management. As default these features are disabled to keep default installations of the Asbru Web Content Management as simple as possible for website administrators who do not need the more advanced features. The optional advanced features can be enabled and disabled at any time as and if you need them.

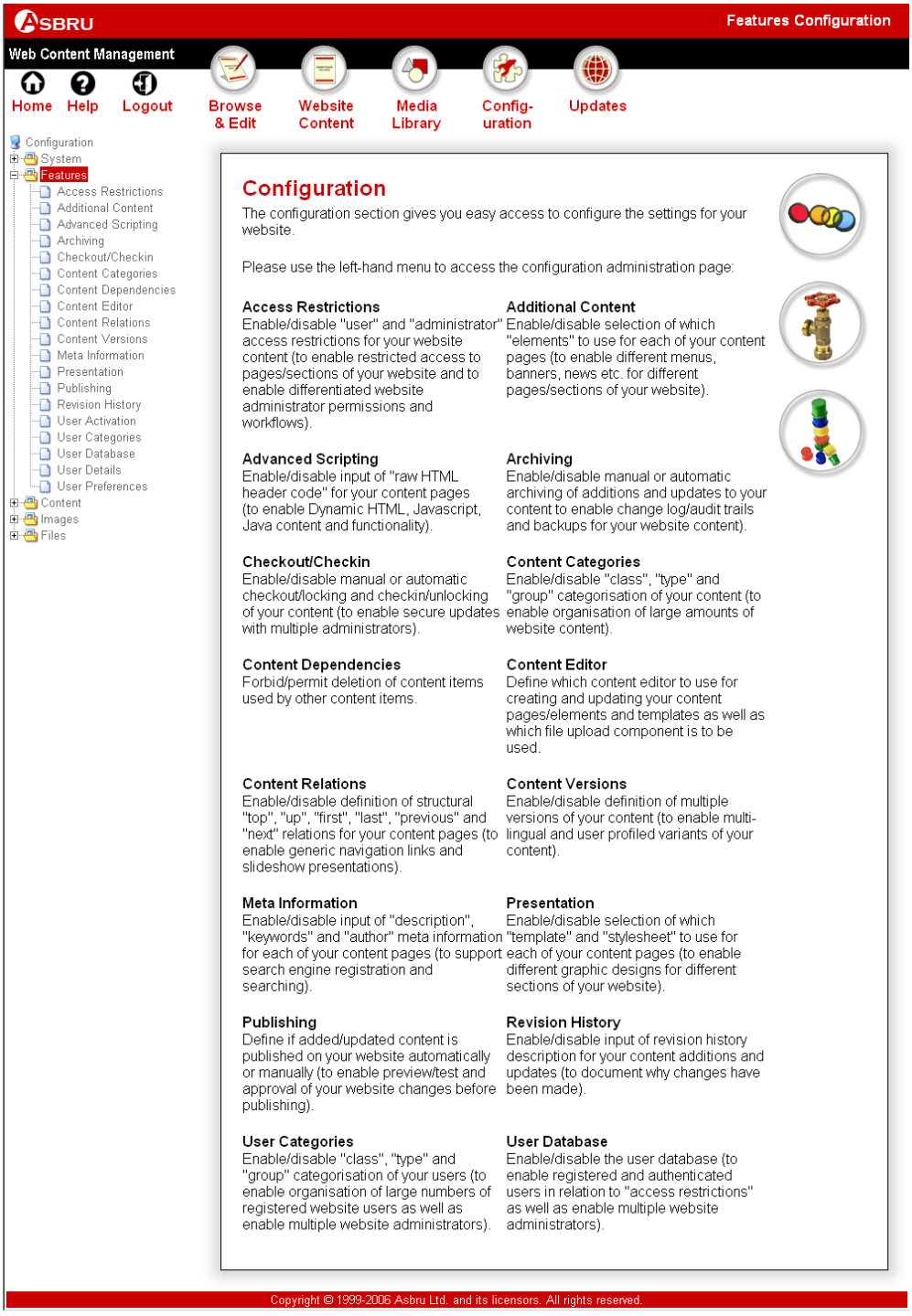
The following table presents a quick overview of the default configuration of the Asbru Web Content Management system and additional needs you may have for some of the optional advanced web content management features. Please see the different advanced web content management sections for details.

Default Configuration	Additional Needs	See Section
Simple static content	Keywords, description and author meta information for search engine optimisation etc.	3.1 Meta Information for Search Engines
	Dynamic HTML	3.2 Advanced Scripting for Dynamic HTML
Limited content – few pages, images, files and links	Handling many pages, images, files and links	3.3 Organising Many Pages, Images, Files and Links
Single website-wide presentation template and style sheet	Different presentation templates and style sheets for different sections/pages	3.4 Page-Specific Presentation Templates and Style Sheets
	Different additional content elements for different sections/pages.	3.5 Page-Specific Additional Content Elements
Automatic content publishing	Stage content to preview it before publishing	3.6 Staging, Previewing and Publishing Content
No content archiving	Archive content for backup and/or audit trail	3.7 Archiving Content for Backup and Change Log/Audit Trail
	Track and document changes to your content	3.8 Content Revision History
Public content only and single administrator	Register users and/or multiple administrators	3.9 User Database
	Handling many users and user groups and types	3.10 Organising Many Users and Multiple Groups and Types
	Restrict access to specific pages to registered users	3.11 User Access Restrictions
	Multiple administrators	3.15 Multiple Administrators
Simple administration permissions and workflow	Lock content while being updated	3.16 Content Checkout and Checkin

	Differentiate administrator permissions	3.17 Administrator Permissions and Workflow
Simple single-version website	Multiple languages, targeted audiences and technical platforms	3.18 Multi-Lingual and Other Multi-Version Content
Simple navigation links	Generic navigation and slideshow presentations	3.19 Content Relations
Built-in content editor and file upload components	Integration with existing familiar products	3.20 Content Editor and File Upload Components
Enforced content dependencies	Permit deletion of any content item regardless of content dependencies.	3.19 Content Relations

Select the Configuration link in the toolbar on any of the Asbru Web Content Management administration web pages and then the Features menu item link to access the Features Configuration administration web pages.

Please see the following sections for details on the various optional features of the Asbru Web Content Management system.



3.1 Meta Information for Search Engines

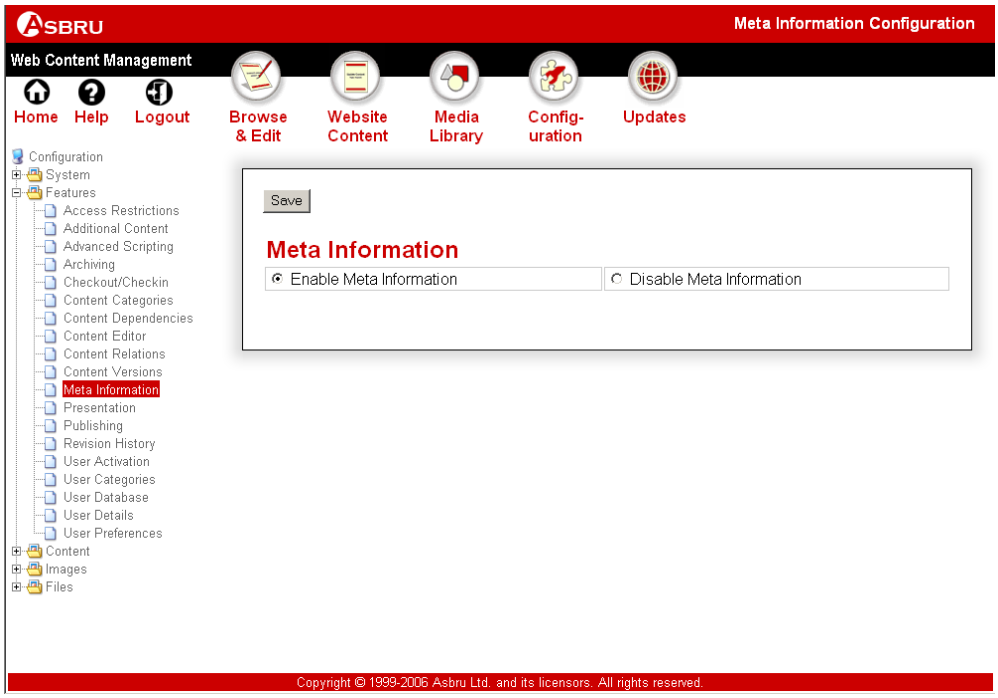
The basic content in the Asbru Web Content Management system consists of a title and the actual content. In addition to these additional meta information attributes can be enabled for

all content. The default additional meta information attributes consist of Keywords, Description and Author input fields. Typically, these meta information attributes are used by websites for search engine profiling and optimisation as well as for other cataloguing and automated agent systems.

Any additional custom meta information attributes of your own choice can also be added - for example to add Dublin Core Metadata (http://www.dublincore.org/) or other metadata for your web pages.

3.1.1 Meta Information Configuration

Select the Configuration – Features – Meta Information menu item to access the Meta Information configuration. Select Enable or Disable and Save to enable/disable the Meta Information feature.



3.1.2 Editing Meta Information Content

If the Meta Information feature is enabled, additional Meta Information attributes are added to your content editor pages. Use these additional input fields to create and update the meta information for the pages and other content of your website.

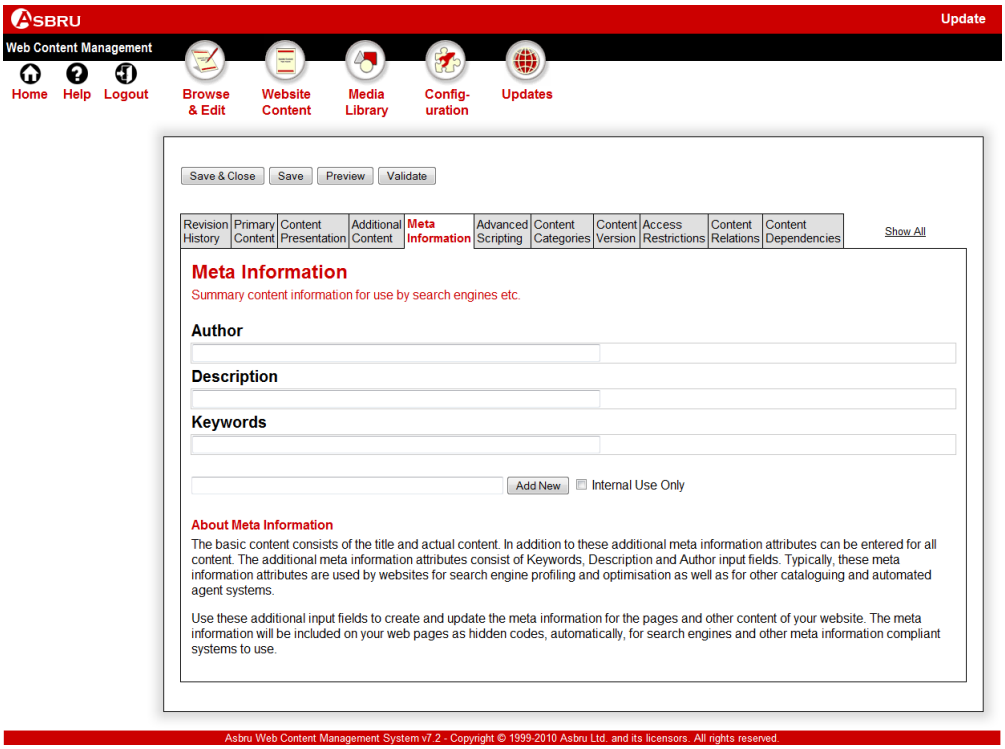
The meta information will be included on your web pages as hidden codes, automatically, for search engines and other meta information compliant systems to use.

The default additional meta information attributes consist of Keywords, Description and Author input fields. Any additional custom meta information attributes of your own choice can also be added by entering the name for the additional attribute in the bottom input field and selecting "Add New". This will add an additional meta information input field with the given name. You can add any number of additional custom meta information attributes, and

you can define your own meta information names, or you can use metadata standards such as Dublin Core Metadata (http://www.dublincore.org/).

As default added custom meta information attributes will be public and will automatically be included as hidden header meta information on the website page. Optionally, the “Internal Use Only” checkbox can be selected when adding a custom meta information attribute, and that custom meta information attribute will then not automatically be included as hidden header meta information on the website page. The “Internal Use Only” custom meta information are only used on the web content management system administration pages, and eventually on your website pages by using special codes to display the custom meta information attributes and to list content items filtered and/or ordered by the custom meta information attributes.

A "Delete" button next to each additional custom meta information attribute input field deletes that additional custom meta information attribute if selected.



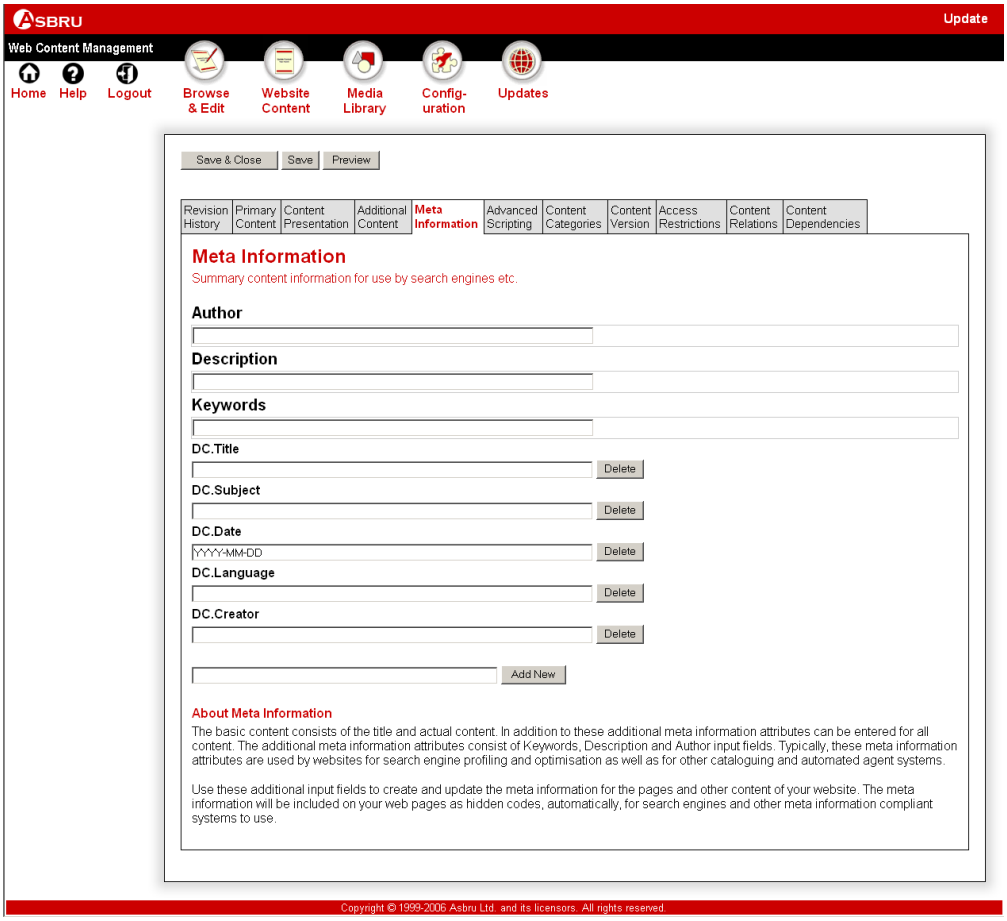
3.1.3 Creating Meta Information Content Item Templates

If you want to use additional custom meta information attributes throughout your website or for groups/types of content items, you may want to create one or more "content item templates" (not to be confused with "Templates").

Content item templates are just ordinary content items in the web content management system, which your website administrators can copy when they add new content to your website. Some attributes such as additional custom meta information attributes may be pre-

defined for a content item template while other content attributes are left blank to be filled out when the content item template is copied to add new content items.

For example, if you want to use Dublin Core Metadata (http://www.dublincore.org/) for your web pages, you may want to create a content item named "- blank (Dublin Core) -". For this content item you can define the Dublin Core Metadata additional custom meta information attributes, which you want to use for your web pages. When your website administrators add new content, they can do so by copying the "- New Page (Dublin Core) -" content item and enter the relevant metadata into the pre-defined additional custom meta information attribute input fields.



3.1.4 Searching Meta Information Content

If you are using additional custom meta information attributes for your content items, your website search forms can also search these additional custom meta information attributes. Please see 3.22.3 Search Form for details.

3.1.5 Meta Information Special Codes

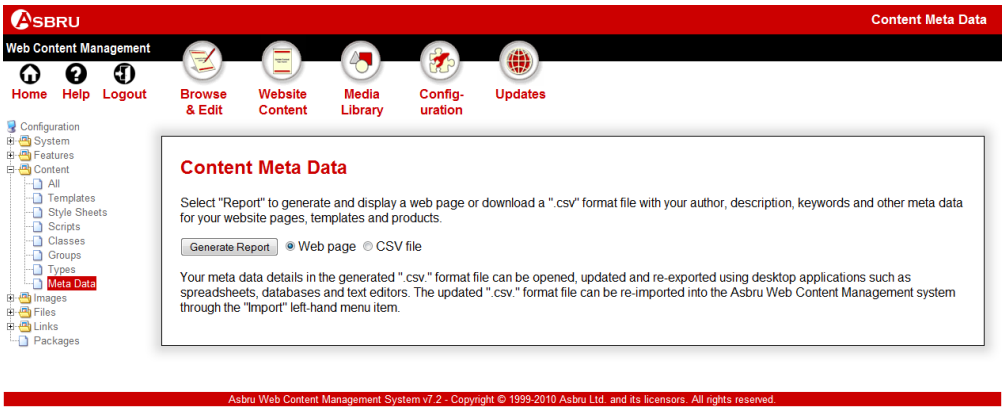
As default custom meta information attributes are included as hidden header information on the website pages except if they are added as “Internal Use Only”. Custom meta information attributes can also be used in other ways on the website.

Custom meta information attributes can be displayed in the primary content and in other content attributes using @@@metainfo_ATTRIBUTE@@@ special codes (replace "ATTRIBUTE" with the custom meta information attribute name). Such special codes can be used for both public and "Internal Use Only" custom meta information attributes.

Custom meta information attributes can also be used in @@@list:…..@@@ special codes to filter the list to only list content items with given custom meta information attribute values using something like @@@list:pages:metainfo_ATTRIBUTE=VALUE@@@ and to order the listed content items by custom meta information attribute values using something like @@@list:pages:order=metainfo_ATTRIBUTE@@@.

3.1.6 Meta Data Report

Select the Configuration – Content – Meta Data menu item for an overview of used and missing meta information data recommended for search engine indexing etc. The meta data report lists all pages and products and their meta information data as a web page or as a downloadable CSV format file (for use with third-party spreadsheet applications etc).

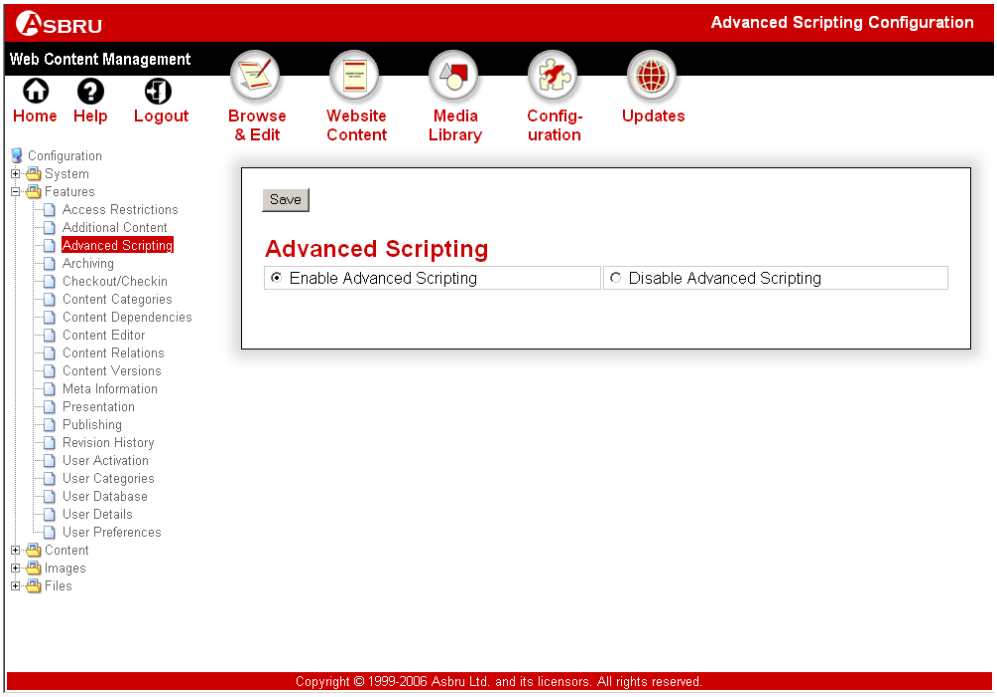


3.2 Advanced Scripting for Dynamic HTML

The basic content in the Asbru Web Content Management system consists of rich content, which is formatted text, images etc. You may also want to add so-called Dynamic HTML to your web pages to create advanced navigation menus, roll-over images and animations etc. To support this you can enable the Advanced Scripting feature, which adds HTML HEAD Code and HTML BODY attributes to your content administration pages.

3.2.1 Advanced Scripting Configuration

Select the Configuration – Features – Advanced Scripting menu item to access the Advanced Scripting configuration. Select Enable or Disable and Save to enable/disable the Advanced Scripting feature.



3.2.2 Editing Advanced Scripting Content

If the Advanced Scripting feature is enabled, additional Advanced Scripting attributes are added to your content editor pages. Use these additional input fields to create and update the advanced scripting for the pages of your website.

A number of pre-defined scripts can be selected for use on this page/template. Use “Select” to add additional scripts to list of scripts to be used for this page/template. The listed scripts must be “selected” (highlighted) to be used when saved - “Unselected” scripts will be removed from this page/template when saved. (The actual scripts are created/updated through the “Scripts” menu item).

Any data entered as HTML HEAD Code will be included on your web pages as raw HTML code inside the HTML HEAD tag. Any data you enter as HTML HEAD Code must be a full and valid HTML block or your web page may not be displayed correctly or at all. Javascript code must be enclosed by <SCRIPT> and </SCRIPT> tags and Cascading Style Sheets code must be enclosed by <STYLE TYPE=”text/css”> and </STYLE> tags etc.

If you add any “<meta http-equiv="name" content="" >” tags as HTML HEAD Code then the web content management system will automatically detect these and also output them as real HTTP headers. For example, this may be necessary for P3P header support in some web browsers.

Any data entered as HTML BODY Attributes will be included on your web page as raw HTML/Javascript code inside the HTML BODY tag. Please note that any CSS and Javascript code should be terminated with a semi-colon (;) character. Otherwise, your CSS and Javascript code may not work if both your template and page contain HTML BODY Attributes.

Creating and updating Advanced Scripting attributes require some specialist knowledge. Please see the HTML, Javascript, CSS and Dynamic HTML standards and other literature for details.

3.2.3 Related Features

In relation to the Advanced Scripting feature you may also want to restrict access to the Advanced Scripting attributes to specific website administrators. Please see 3.17 Administrator Permissions and Workflow for details.

3.3 Organising Many Pages, Images, Files and Links

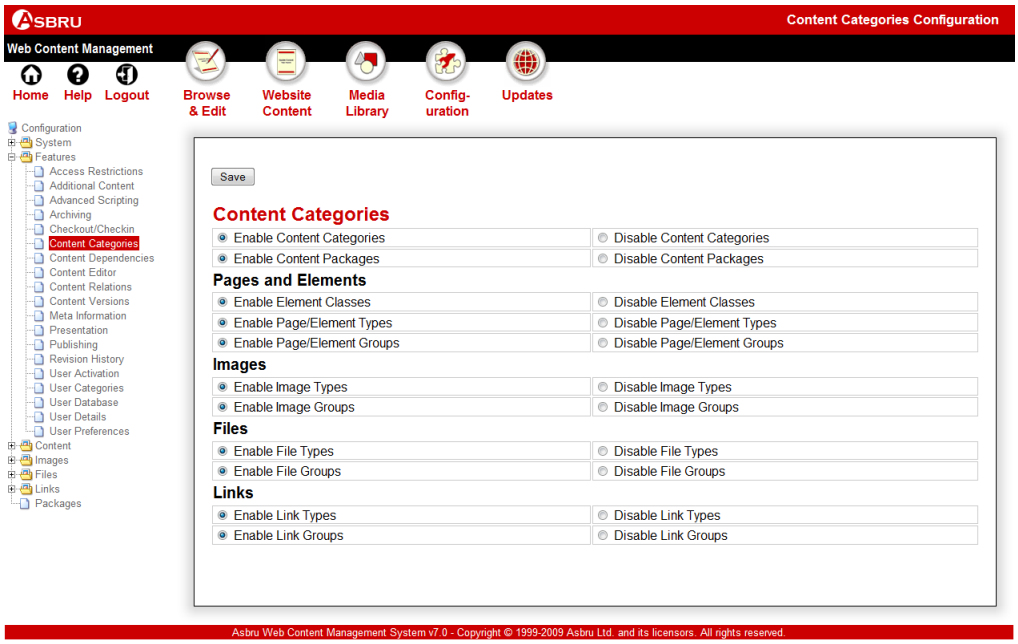
The default installation of the Asbru Web Content Management system and small websites only include a limited number of pages, elements, images, files and links and do not require special handling. However, if your website includes a lot of content it may be necessary or at least more convenient and efficient to organise your content into content classes, groups and/or types as well as packages.

The Asbru Web Content Management system use the terms Groups, Types and Packages for generic content categories. You can define any groups, types and packages you need to suit your requirements. Groups, Types and Packages do not have any special meaning in the Asbru Web Content Management system but are simply a way to divide your content into smaller and easier managed categories of content.

The Asbru Web Content Management system uses the term Classes for special content categories defining the different categories of page elements used for your web pages and templates. You can define any classes you need to suit your requirements.

3.3.1 Content Categories Configuration

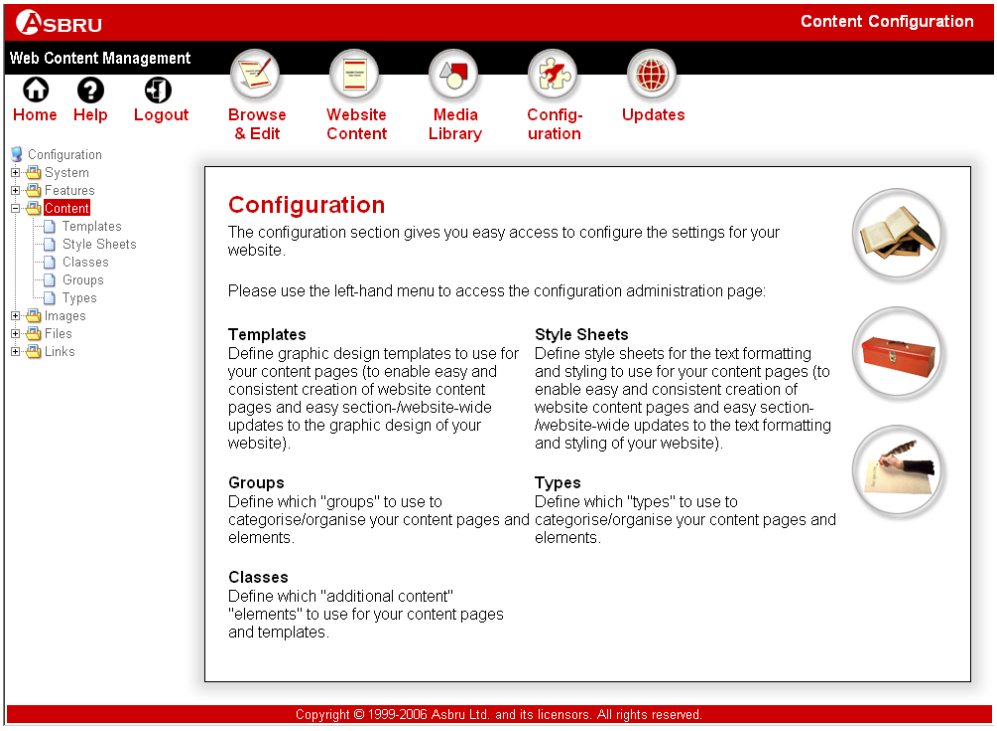
Select the Configuration – Features – Content Categories menu item to access the Content Categories configuration. Select Enable Content Categories or Disable Content Categories and Save to enable/disable the Content Categories features overall. Also, select Enable or Disable for each of the Content Categories sub-features to enable/disable classes, groups, types and packages for pages, elements, images, files and links.



If the Content Categories features are enabled you can also configure which classes, groups, types and packages to use for your website as described in the following sections.

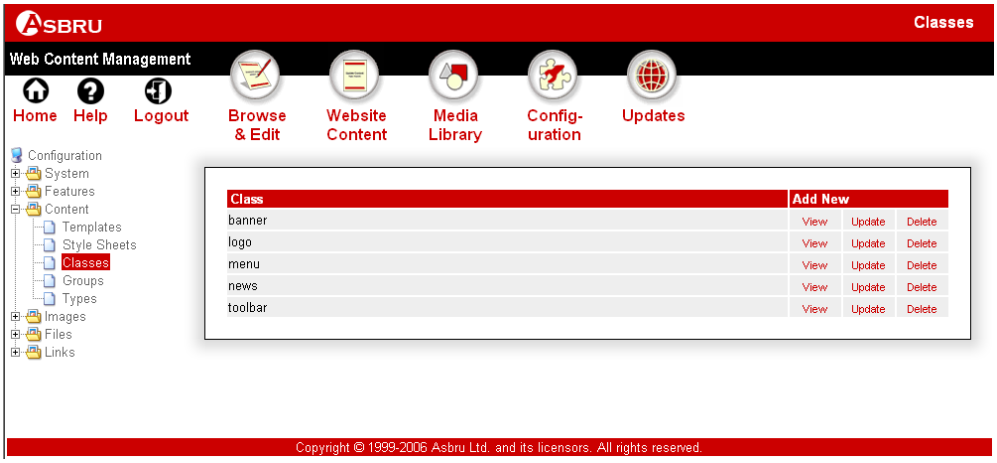
3.3.2 Content Pages and Elements

Select the Configuration – Content menu item to access the Content configuration. Depending on your Content Categories configuration Classes, Groups and Types menu items will be available.



3.3.2.1 Content Classes Configuration

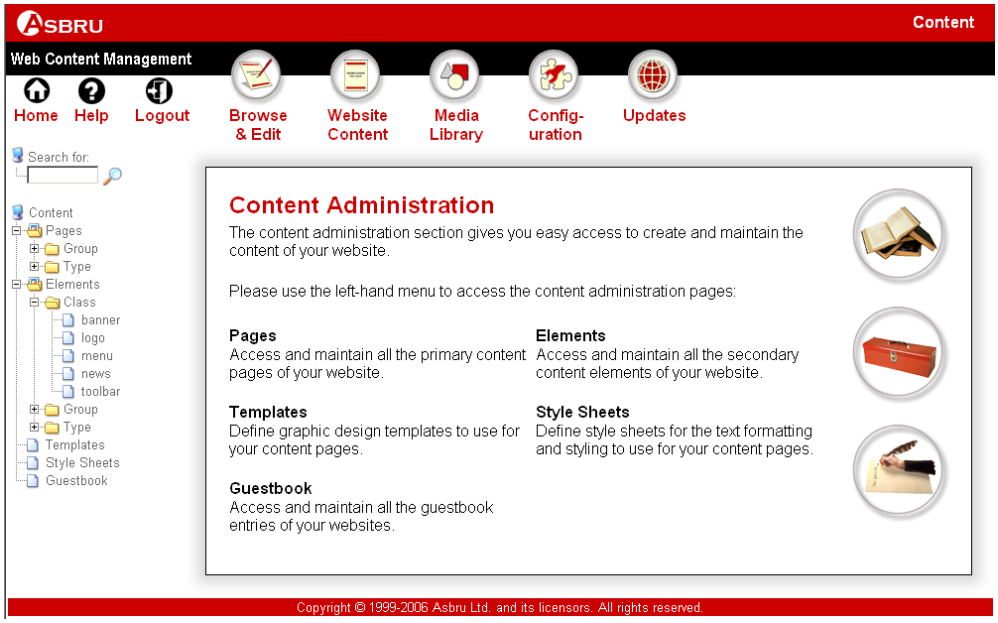
If the Content Categories - Element Classes feature is enabled, select the Configuration – Content – Classes menu item to access the Content Classes configuration. Your currently defined content classes are listed. Select Add New, View, Update and Delete to define your content element classes.



The classes define which content elements can be used in your templates and pages. Please see 2.6.4 Templates for details.

3.3.2.2 Content Administration With Content Classes

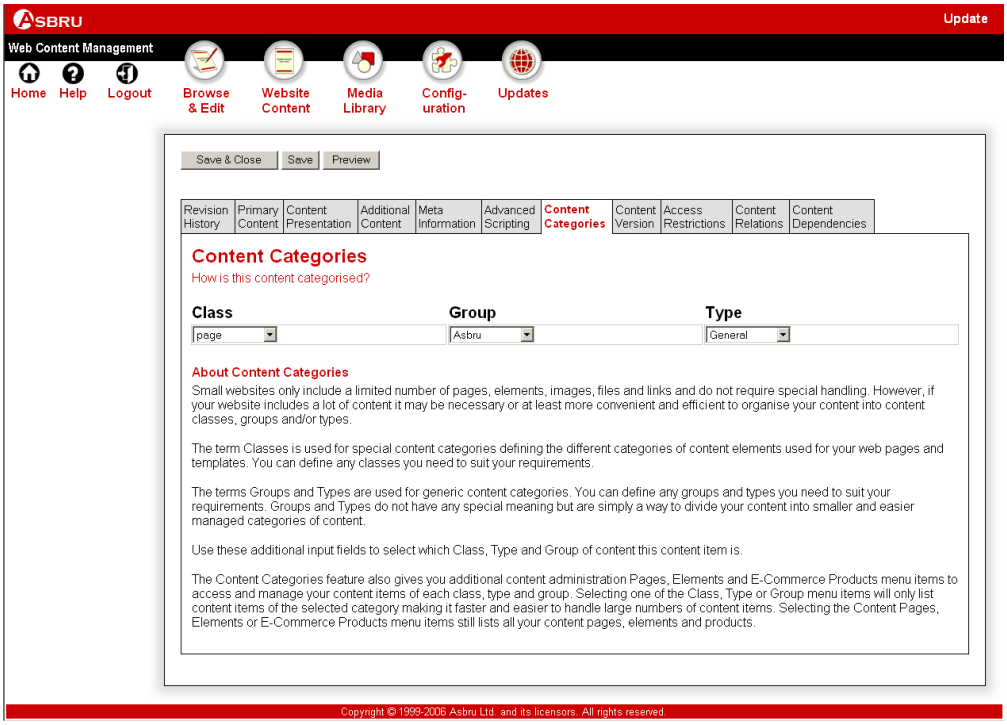
If the Content Categories - Element Classes feature is enabled, the content administration pages give you additional Content – Elements – Class menu items to access and manage your content elements of each class. Selecting one of the Class menu items will only list content elements of the selected class making it faster and easier to handle large numbers of content elements. Selecting the Elements menu item still lists all your content elements.



3.3.2.3 Editing Content Classes

If the Content Categories - Element Classes feature is enabled, an additional Content Definition – Class attribute is added to your content editor pages. Use this Class attribute to categorise which class of content each of your content items is:

- Pages should be categorised as the pre-defined “page” class.
- Templates should be categorised as the pre-defined “template” class.
- Elements should be categorised as one of your defined element classes.

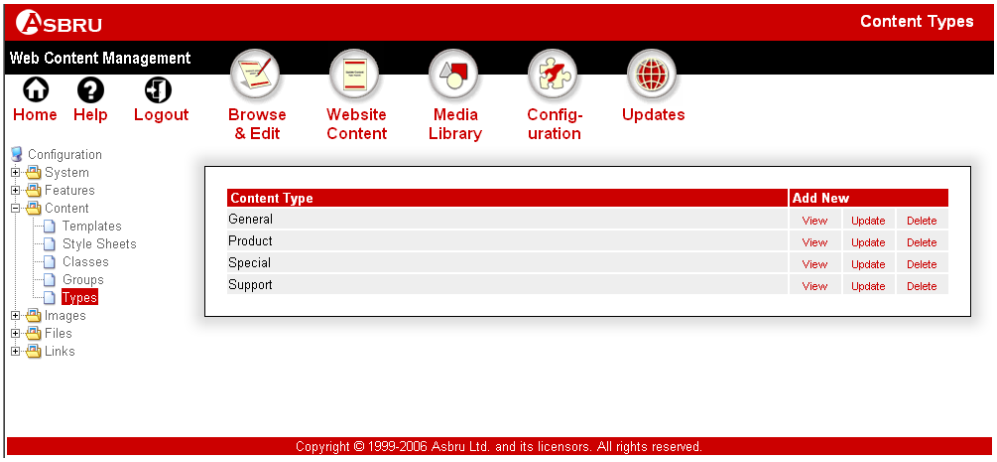


3.3.2.4 Related Features

When you have created your own element classes you may also want to enable the Additional Elements feature. Please see 3.5 Page-Specific Additional Content Elements for details.

3.3.2.5 Content Types Configuration

If the Content Categories - Page/Element Types feature is enabled, select the Configuration – Content – Types menu item to access the Content Types configuration. Your currently defined content types are listed. Select Add New, View, Update and Delete to define your content types.

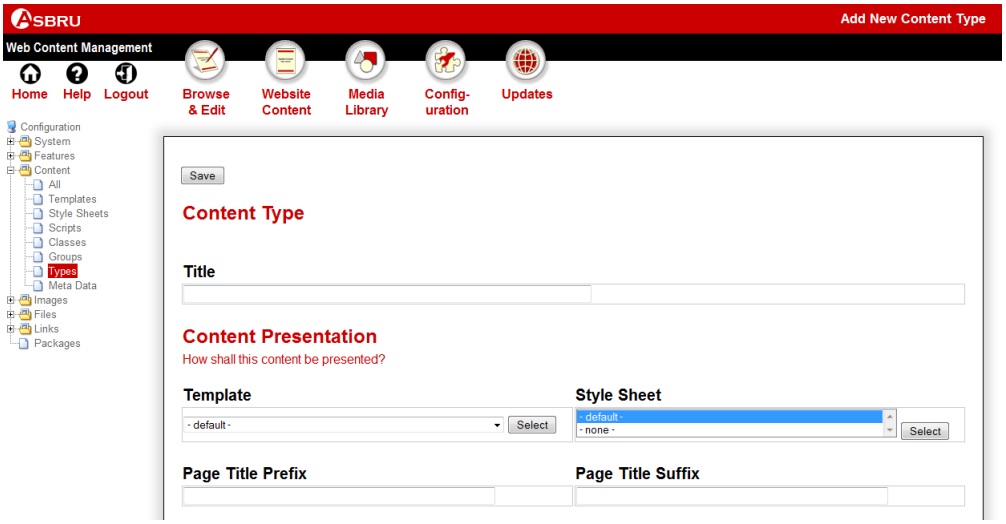


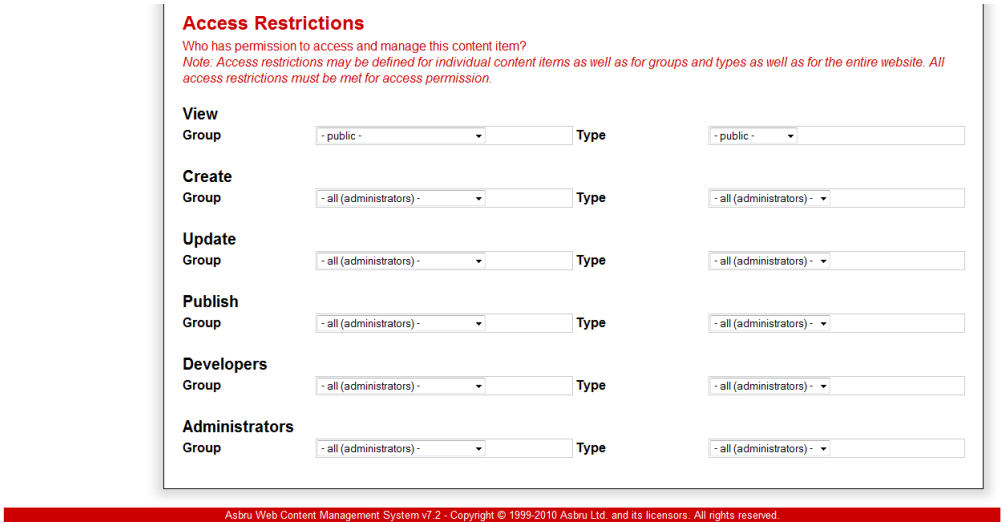
If the Content Presentation and Access Restrictions features are enabled (Please see 3.4 Page-Specific Presentation Templates and Style Sheets and 3.11 User Access Restrictions and 3.17 Administrator Permissions and Workflow for details) then content presentation templates and style sheets as well as user group and type access restrictions can be configured for content types.

If templates and style sheets are defined for individual pages or page groups then they will be used. Otherwise, the template and style sheets defined for the content type will be used.

If Page Title Prefix or Page Title Suffix texts are defined for the content type they will be used instead of the configured Default Page Title Prefix and Default Page Title Suffix website settings.

All access restrictions on content items as well as on content groups and types and website access restrictions must be met for access permission. So access restrictions defined for a content type are in addition to other defined access restrictions. The content type access restrictions do not overwrite/replace other defined access restrictions.

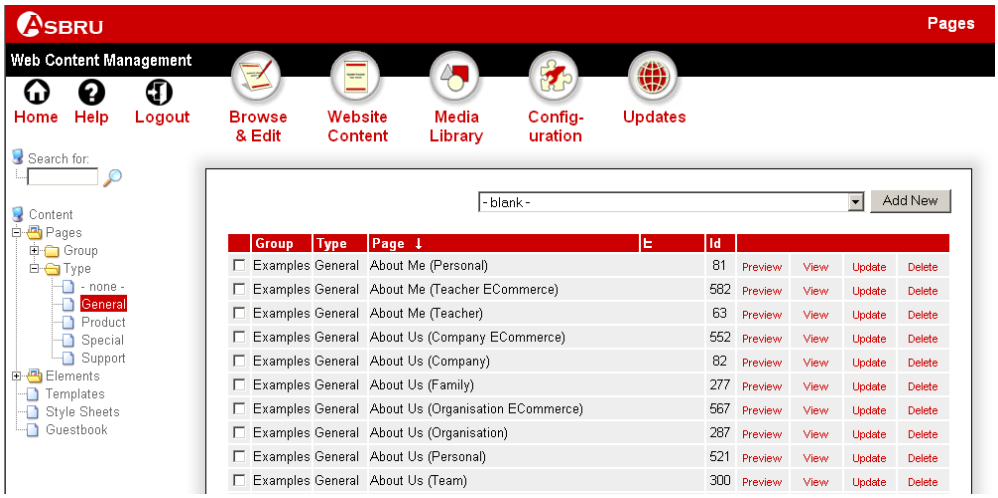


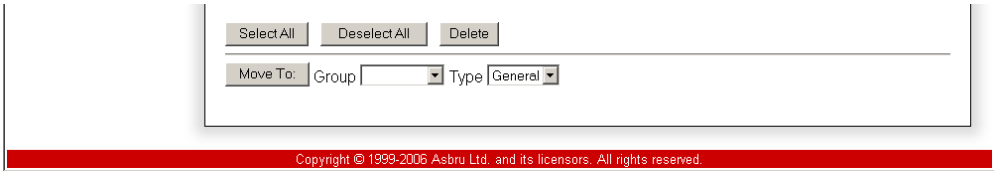


3.3.2.6 Content Administration With Content Types

If the Content Categories – Page/Element Types feature is enabled, the content administration pages give you additional Content – Type menu items to access and manage your content of each type. Selecting one of the Type menu items will only list content of the selected type making it faster and easier to handle large amounts of content. Selecting the Pages and Elements menu items still list all your content pages and elements. The content lists include a column displaying each content item's type.

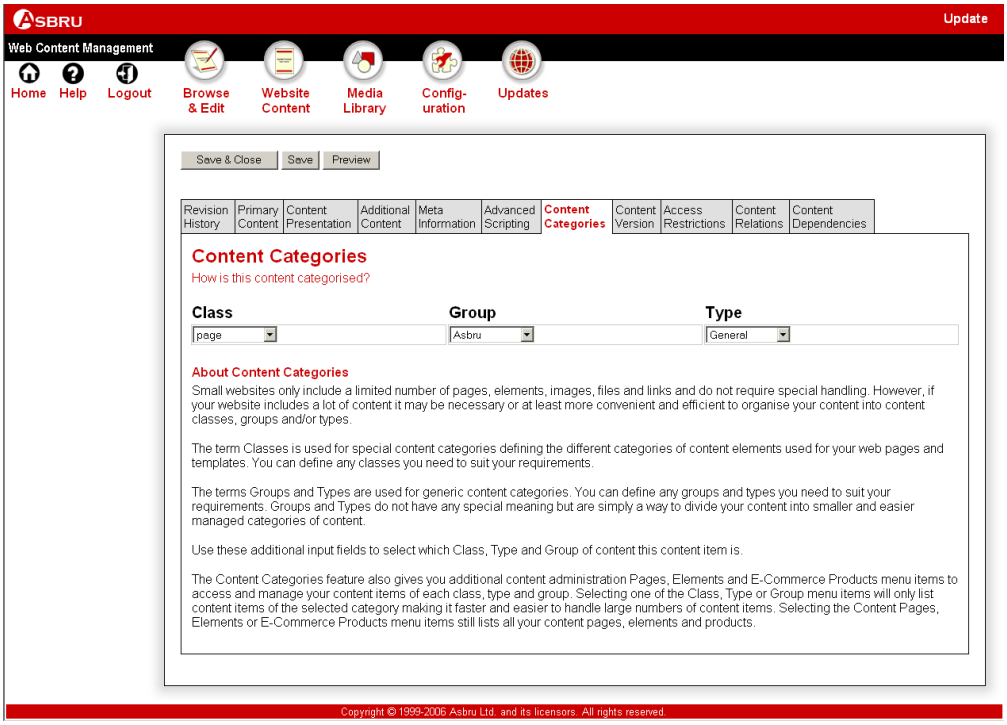
The content lists also include a Move To button and a Type list, which can be used to move selected content items to another type. Only content items for which the website administrator has Administrator access permissions can be moved. Selected content items for which the website administrator does not have Administrator access permissions are ignored and the content items are not moved.





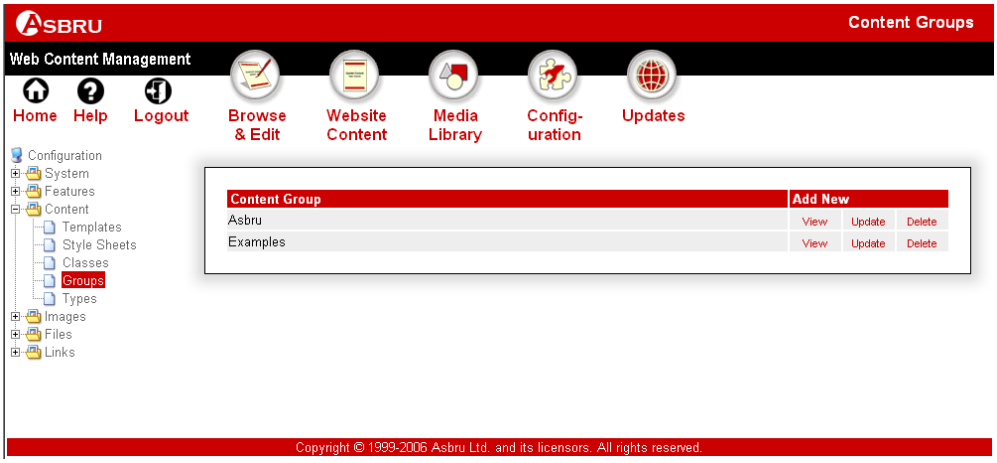
3.3.2.7 Editing Content Types

If the Content Categories – Page/Element Types feature is enabled, the Page and Element content editor pages also give you an additional Content Definition – Type attribute. Use this Type attribute to categorise which type of content each of your content items is of, or select "-none –" if you do not want to define the content item as of any specific type.



3.3.2.8 Content Groups Configuration

If the Content Categories - Page/Element Groups feature is enabled, select the Configuration – Content – Groups menu item to access the Content Groups configuration. Your currently defined content groups are listed. Select Add New, View, Update and Delete to define your content groups.

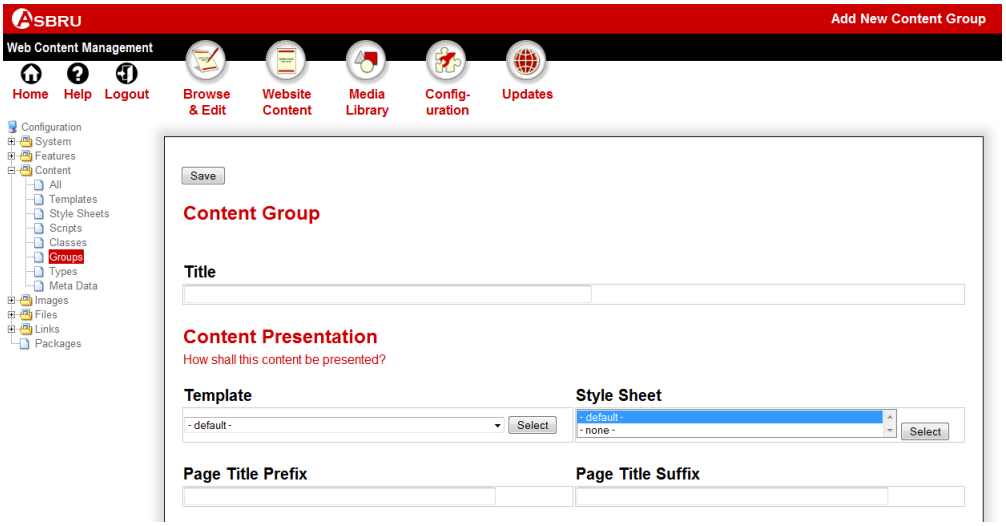


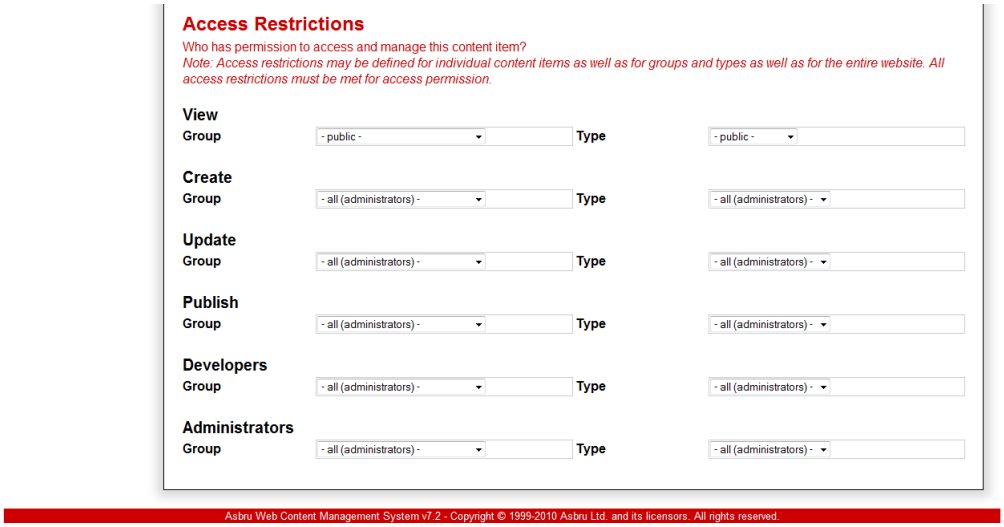
If the Content Presentation and Access Restrictions features are enabled (Please see 3.4 Page-Specific Presentation Templates and Style Sheets and 3.11 User Access Restrictions and 3.17 Administrator Permissions and Workflow for details) then content presentation templates and style sheets as well as user group and type access restrictions can be configured for content groups.

If templates and style sheets are defined for individual pages then they will be used. Otherwise, the template and style sheets defined for the content group will be used.

If Page Title Prefix or Page Title Suffix texts are defined for the content group they will be used instead of the configured Default Page Title Prefix and Default Page Title Suffix website settings.

All access restrictions on content items as well as on content groups and types and website access restrictions must be met for access permission. So access restrictions defined for a content group are in addition to other defined access restrictions. The content group access restrictions do not overwrite/replace other defined access restrictions.

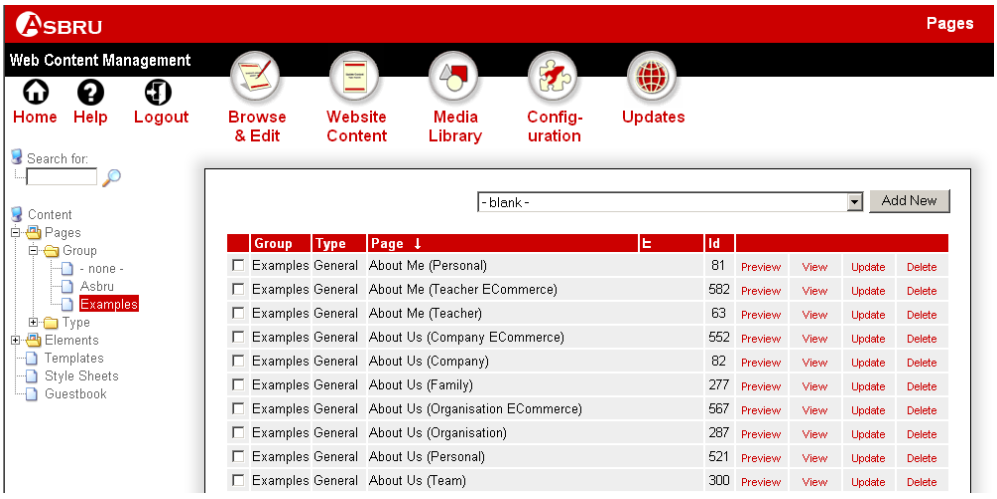


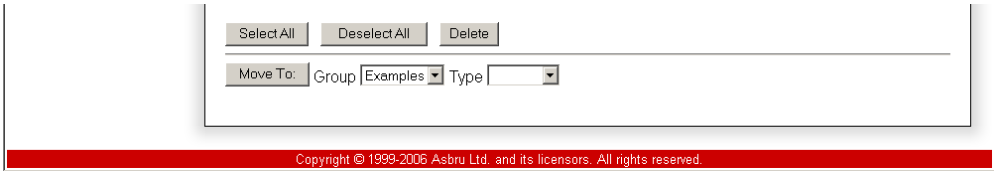


3.3.2.9 Content Administration With Content Groups

If the Content Categories – Page/Element Groups feature is enabled, the content administration pages give you additional Content – Group menu items to access and manage your content of each group. Selecting one of the Group menu items will only list content of the selected group making it faster and easier to handle large amounts of content. Selecting the Pages and Elements menu items still list all your content pages and elements. The content lists include a column displaying each content item's group.

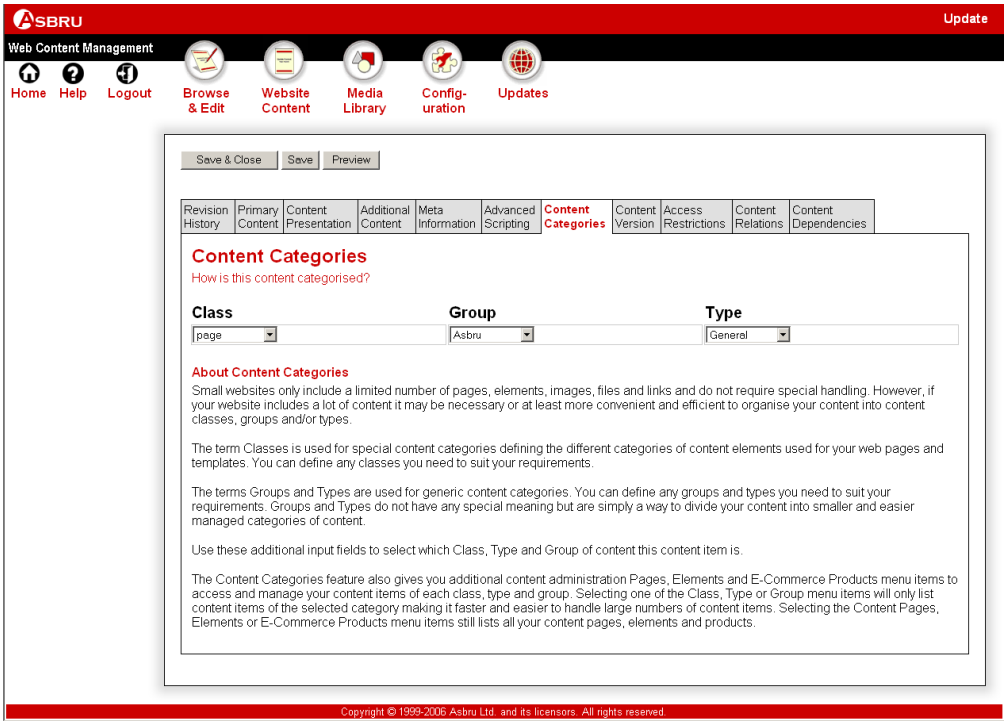
The content lists also include a Move To button and a Group list, which can be used to move selected content items to another group. Only content items for which the website administrator has Administrator access permissions can be moved. Selected content items for which the website administrator does not have Administrator access permissions are ignored and the content items are not moved.





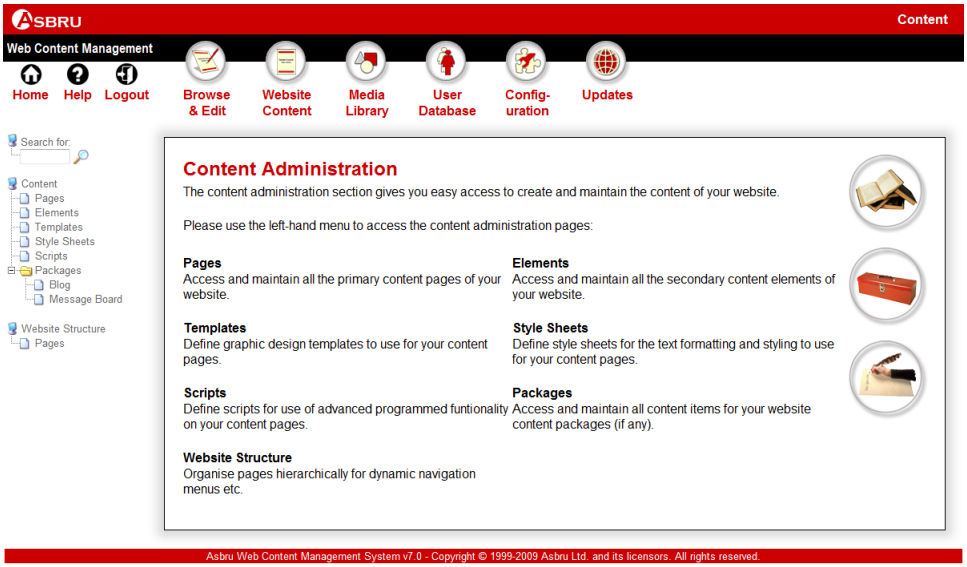
3.3.2.10 Editing Content Groups

If the Content Categories – Page/Element Groups feature is enabled, the content editor pages also give you an additional Content Definition – Group attribute for Page and Element content items. Use this Group attribute to categorise which group of content each of your content items is of, or select "- none –" if you do not want to define the content item as of any specific group.



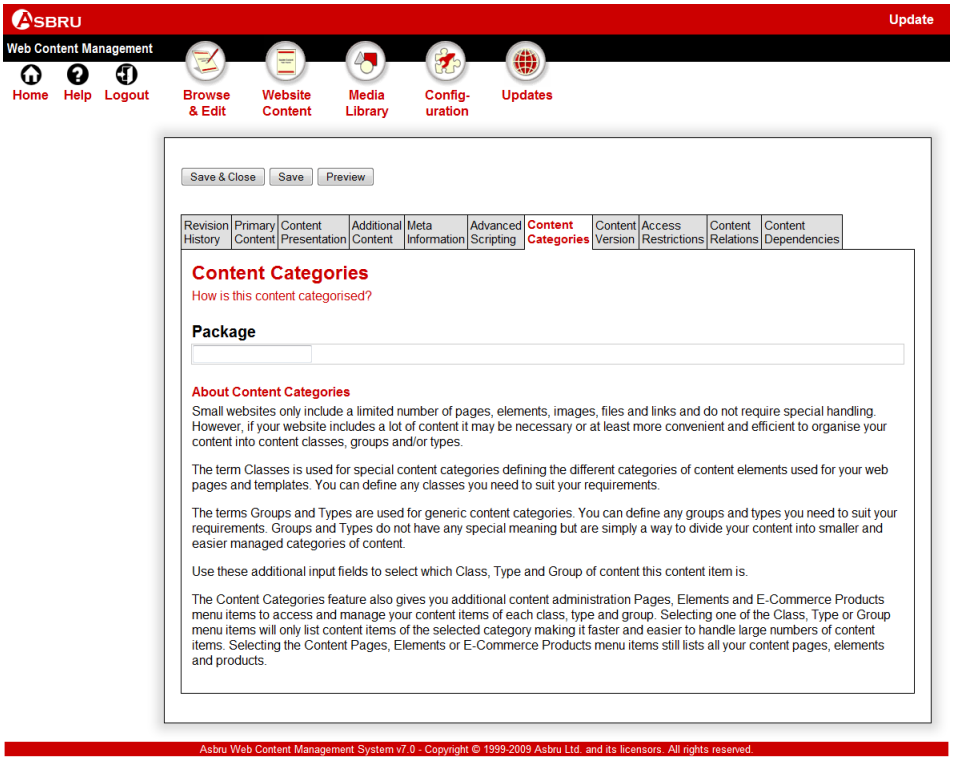
3.3.2.11 Content Administration With Content Packages

If the Content Categories – Content Packages feature is enabled, the content administration pages give you additional Packages menu items to access and manage your content of each package. Selecting one of the Packages menu items will only list content of the selected package making it faster and easier to handle large amounts of content. The content lists include a column displaying each content item's package.



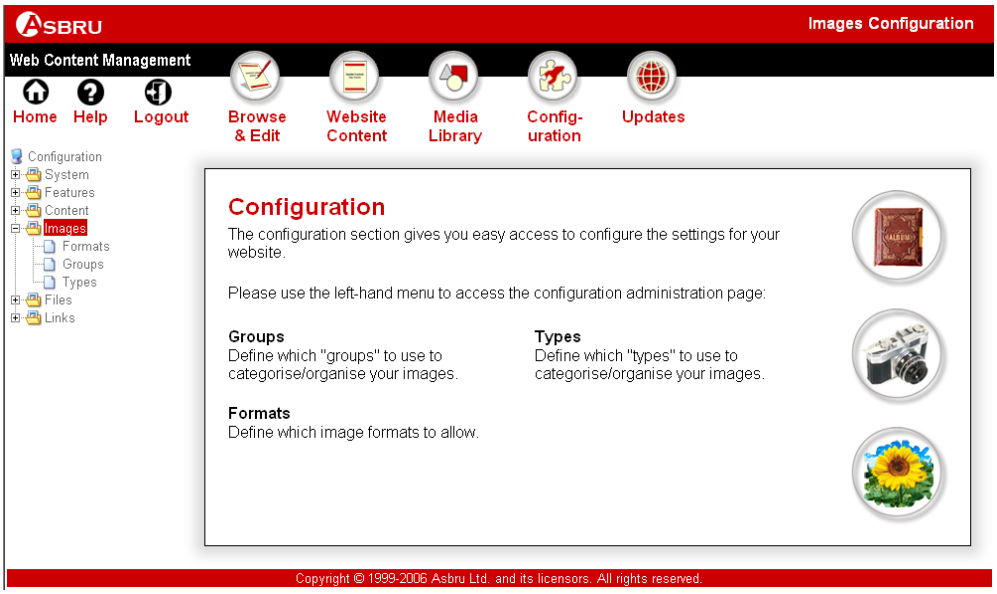
3.3.2.12 Editing Content Packages

If the Content Categories – Content Packages feature is enabled, the Page and Element content editor pages also give you an additional Content Definition – Package attribute. Use this Package attribute to categorise which package each of your content items is part of, or leave it empty if you do not want to define the content item to be part of any package.



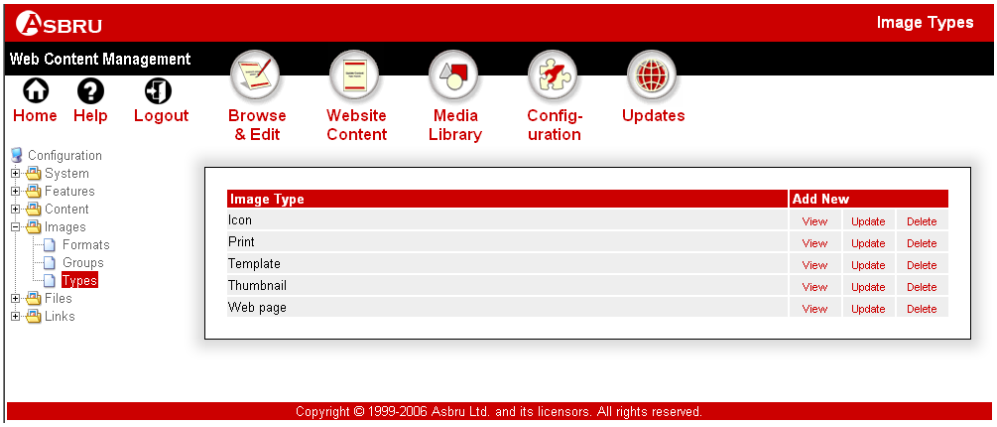
3.3.3 Library Images

Select the Configuration – Images menu item to access the Images configuration. Depending on your Content Categories configuration Groups and Types menu items will be available.



3.3.3.1 Image Types Configuration

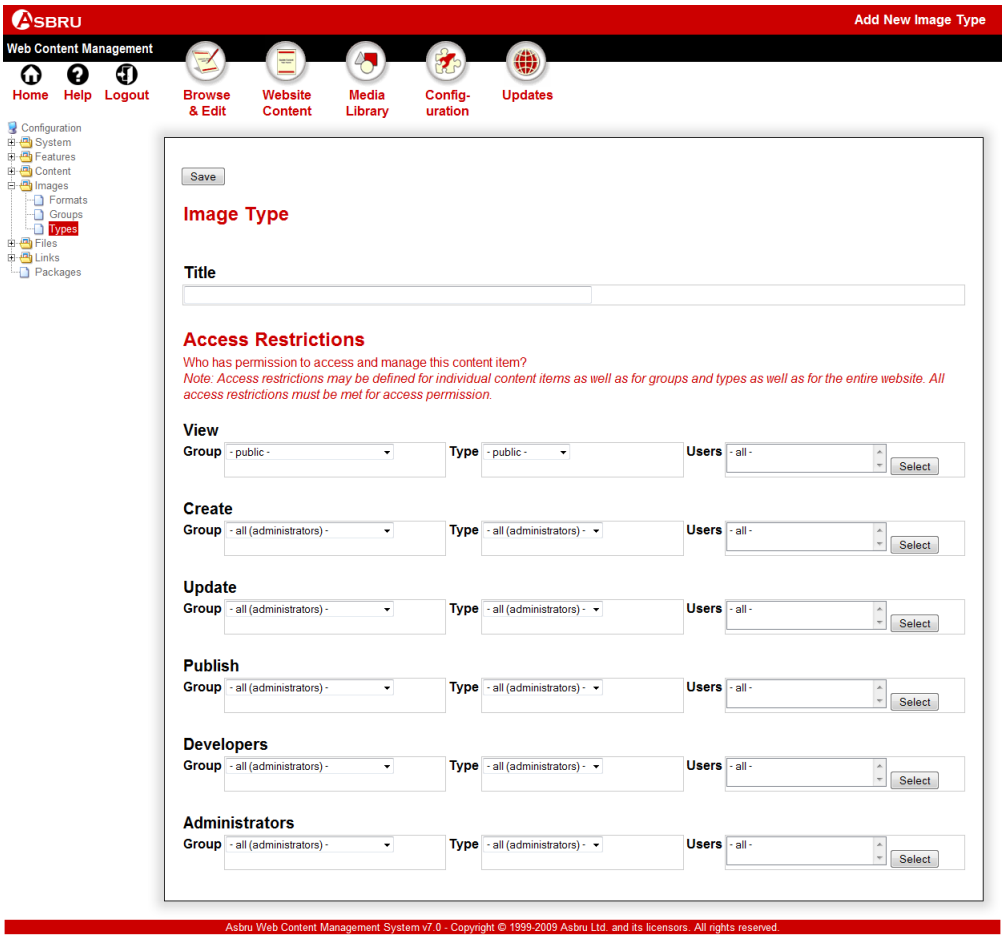
If the Content Categories – Image Types feature is enabled, select the Configuration – Images - Types menu item to access the Image Types configuration. Your currently defined image types are listed. Select Add New, View, Update and Delete to define your image types.



If the Access Restrictions features are enabled (Please see 3.11 User Access Restrictions and 3.17 Administrator Permissions and Workflow for details) then user group and type access restrictions can be configured for image types.

All access restrictions on content items as well as on image groups and types and website access restrictions must be met for access permission. So access restrictions defined for an

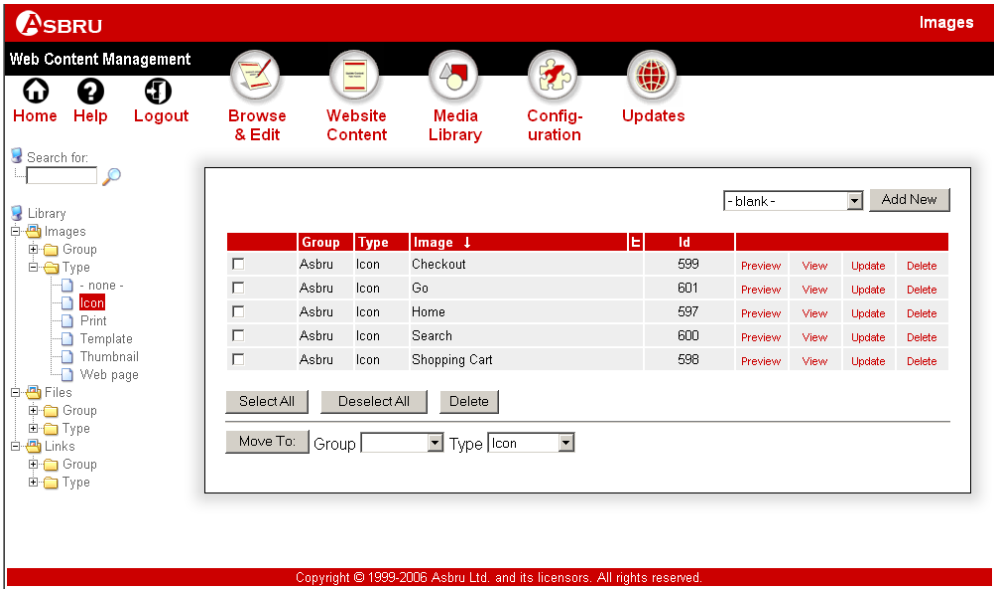
image type are in addition to other defined access restrictions. The image type access restrictions do not overwrite/replace other defined access restrictions.



3.3.3.2 Library Administration With Image Types

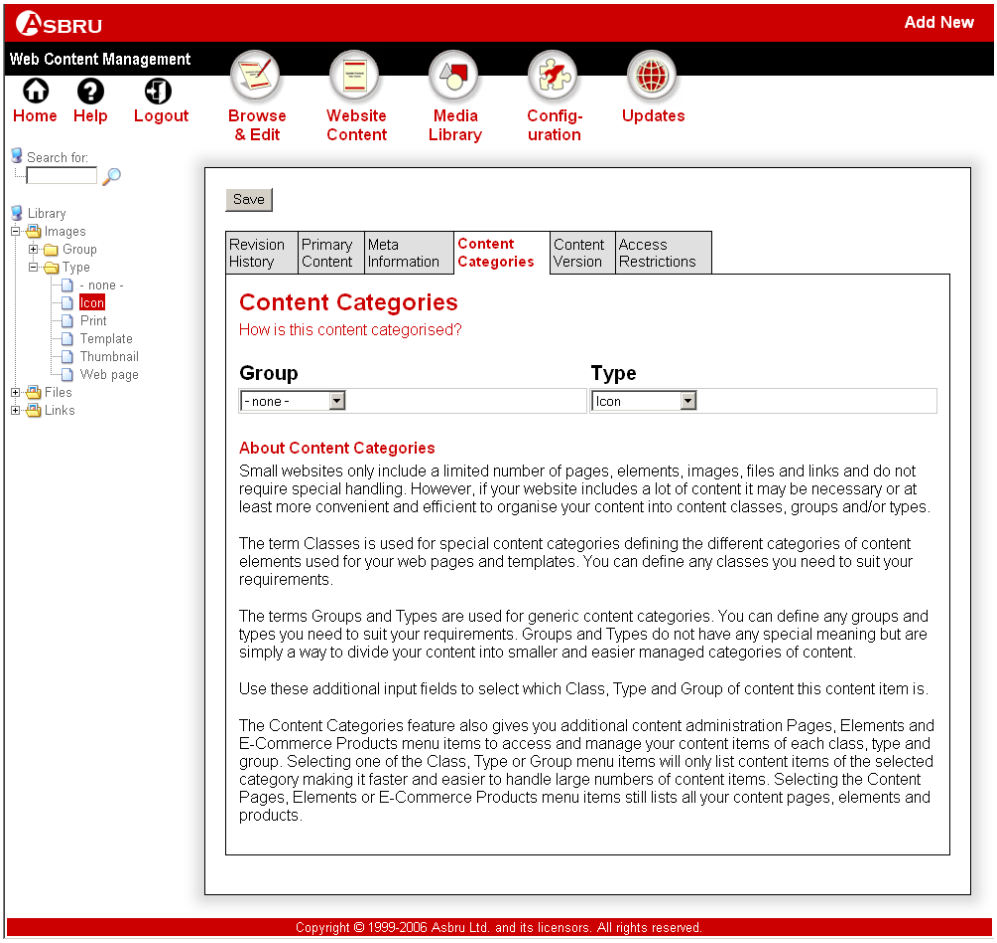
If the Content Categories – Image Types feature is enabled, the library administration pages give you additional Images – Type menu items to access and manage your images of each type. Selecting one of the Type menu items will only list images of the selected type making it faster and easier to handle large amounts of images. Selecting the Images menu item still lists all your library images. The image lists include a column displaying each library image's type.

The image lists also include a Move To button and a Type list, which can be used to move selected content items to another type. Only content items for which the website administrator has Administrator access permissions can be moved. Selected content items for which the website administrator does not have Administrator access permissions are ignored and the content items are not moved.



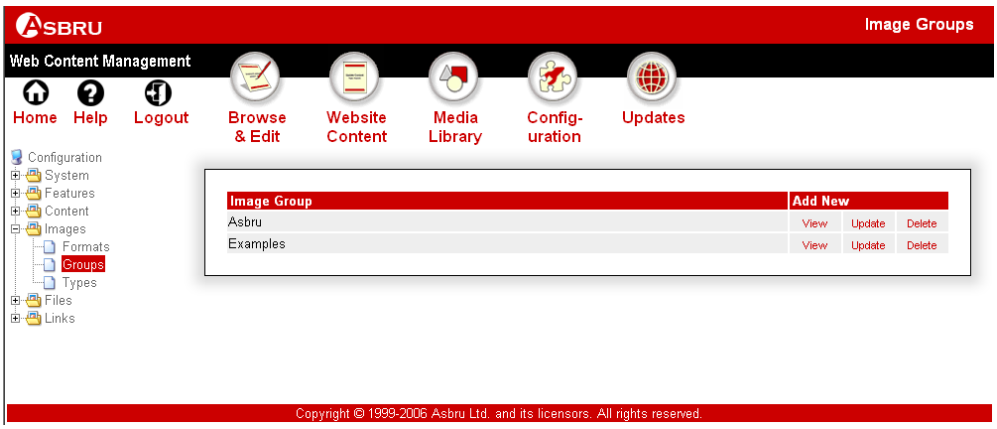
3.3.3.3 Editing Library Image Types

If the Content Categories – Image Types feature is enabled, the Image content editor pages also give you an additional Content Definition – Type attribute. Use this Type attribute to categorise which type of image each of your images is of, or select "- none -" if you do not want to define the image as of any specific type.



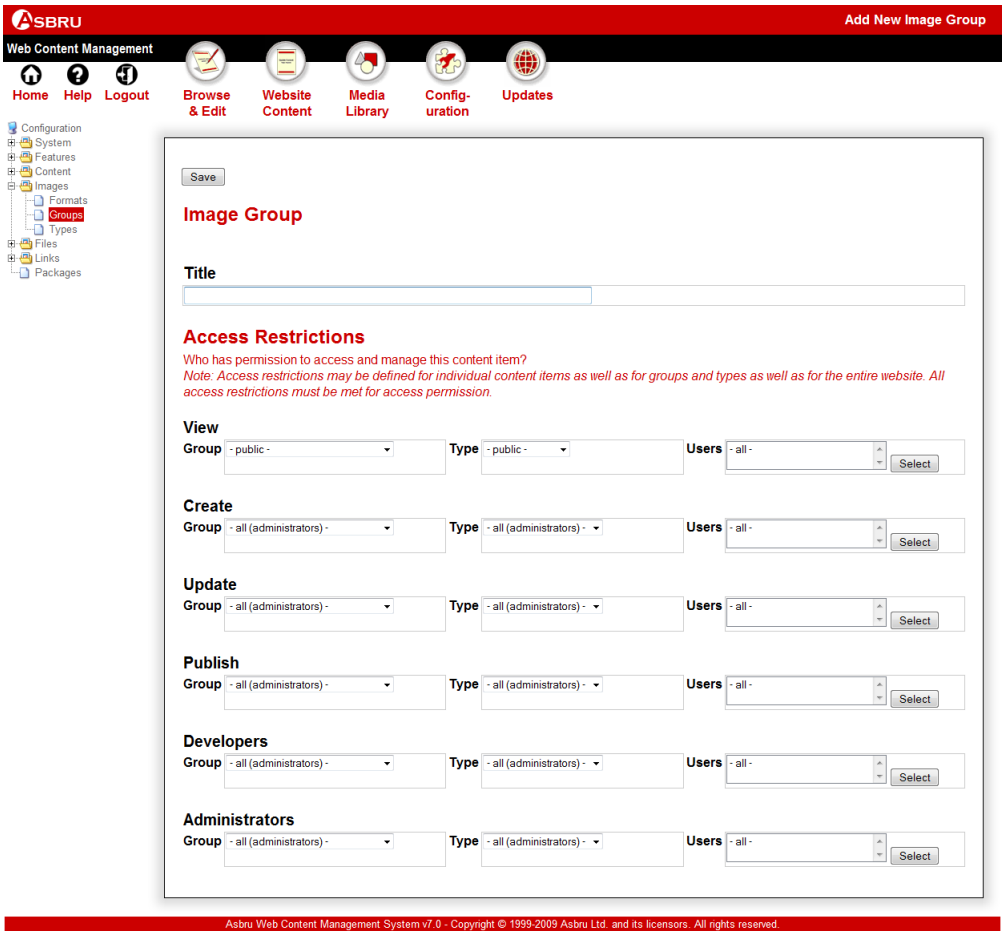
3.3.3.4 Image Groups Configuration

If the Content Categories – Image Groups feature is enabled, select the Configuration – Images – Groups menu item to access the Image Groups configuration. Your currently defined image groups are listed. Select Add New, View, Update and Delete to define your image groups.



If the Access Restrictions features are enabled (Please see 3.11 User Access Restrictions and 3.17 Administrator Permissions and Workflow for details) then user group and type access restrictions can be configured for image groups.

All access restrictions on content items as well as on image groups and types and website access restrictions must be met for access permission. So access restrictions defined for an image group are in addition to other defined access restrictions. The image group access restrictions do not overwrite/replace other defined access restrictions.

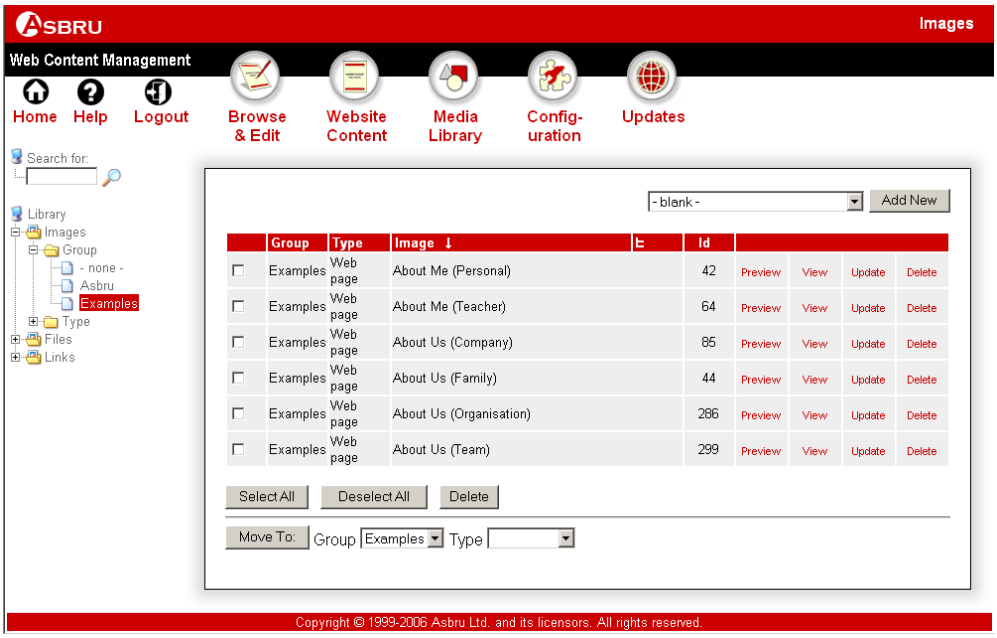


3.3.3.5 Library Administration With Image Groups

If the Content Categories – Image Groups feature is enabled, the library administration pages give you additional Content – Group menu items to access and manage your images of each group. Selecting one of the Group menu items will only list images of the selected group making it faster and easier to handle large amounts of images. Selecting the Images menu item still lists all your images. The image lists include a column displaying each library image's group.

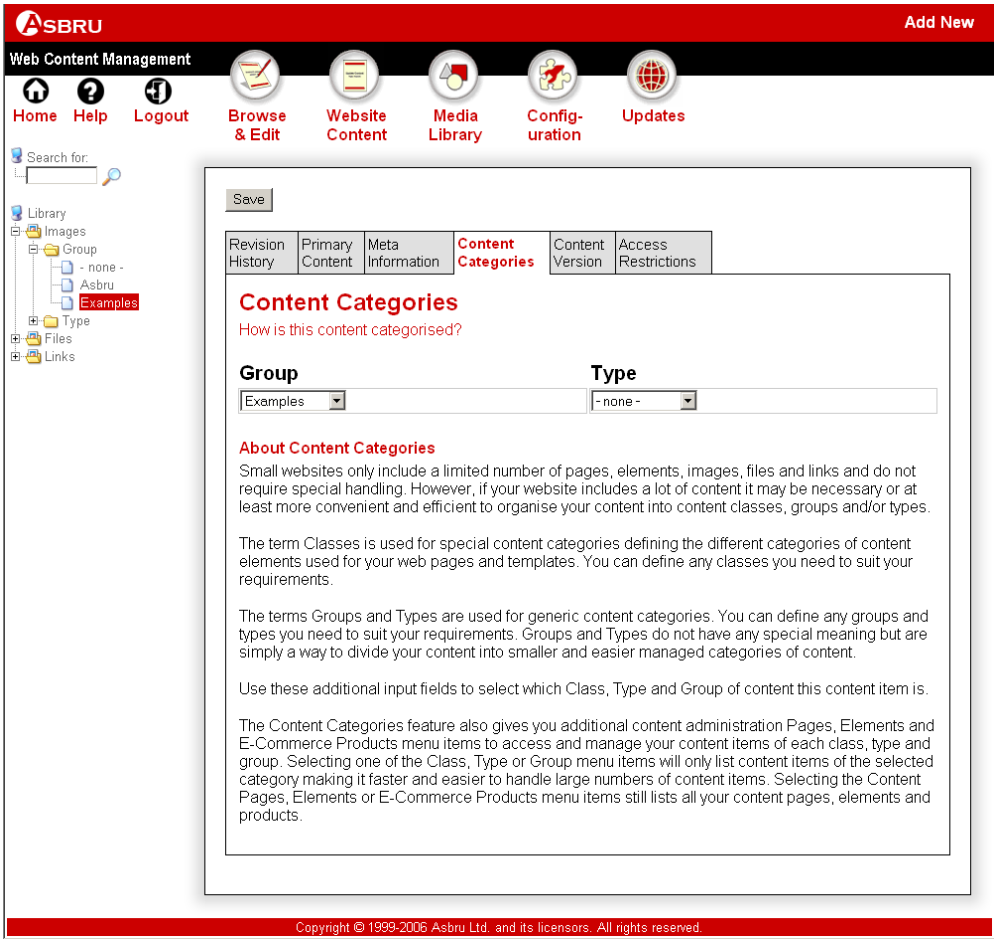
The image lists also include a Move To button and a Group list, which can be used to move selected content items to another group. Only content items for which the website administrator has Administrator access permissions can be moved. Selected content items for

which the website administrator does not have Administrator access permissions are ignored and the content items are not moved.



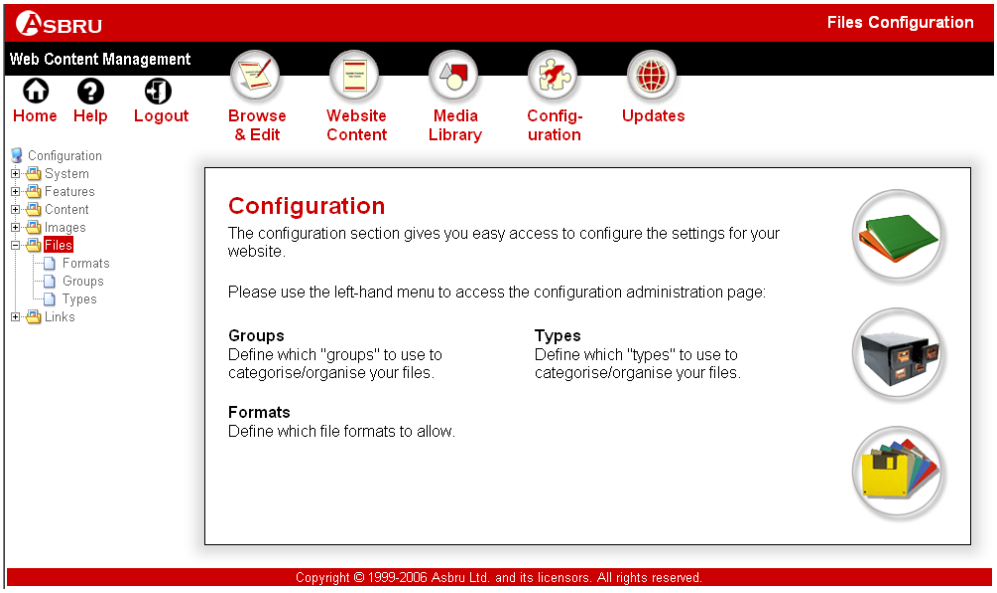
3.3.3.6 Editing Library Image Groups

If the Content Categories – Image Groups feature is enabled, the Image content editor pages also give you an additional Content Definition – Group attribute. Use this Group attribute to categorise which group of image each of your images is of, or select "- none -" if you do not want to define the image as of any specific group.



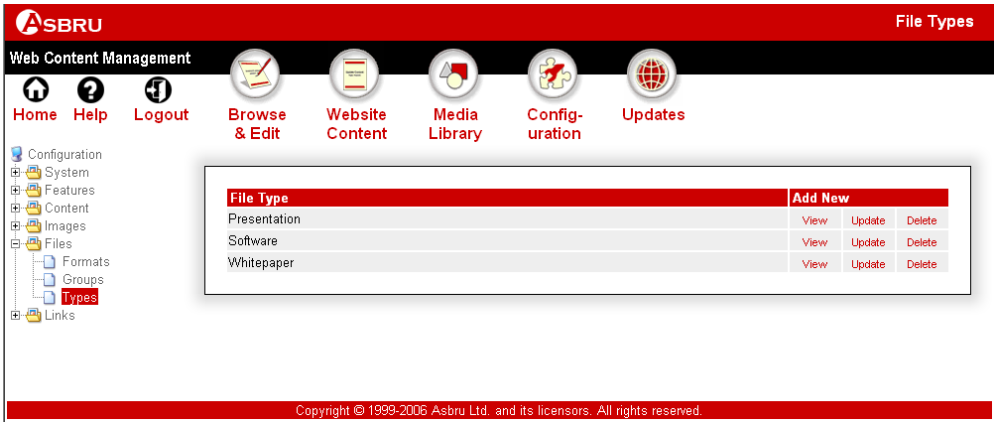
3.3.4 Library Files

Select the Configuration – Files menu item to access the Files configuration. Depending on your Content Categories configuration Groups and Types menu items will be available.



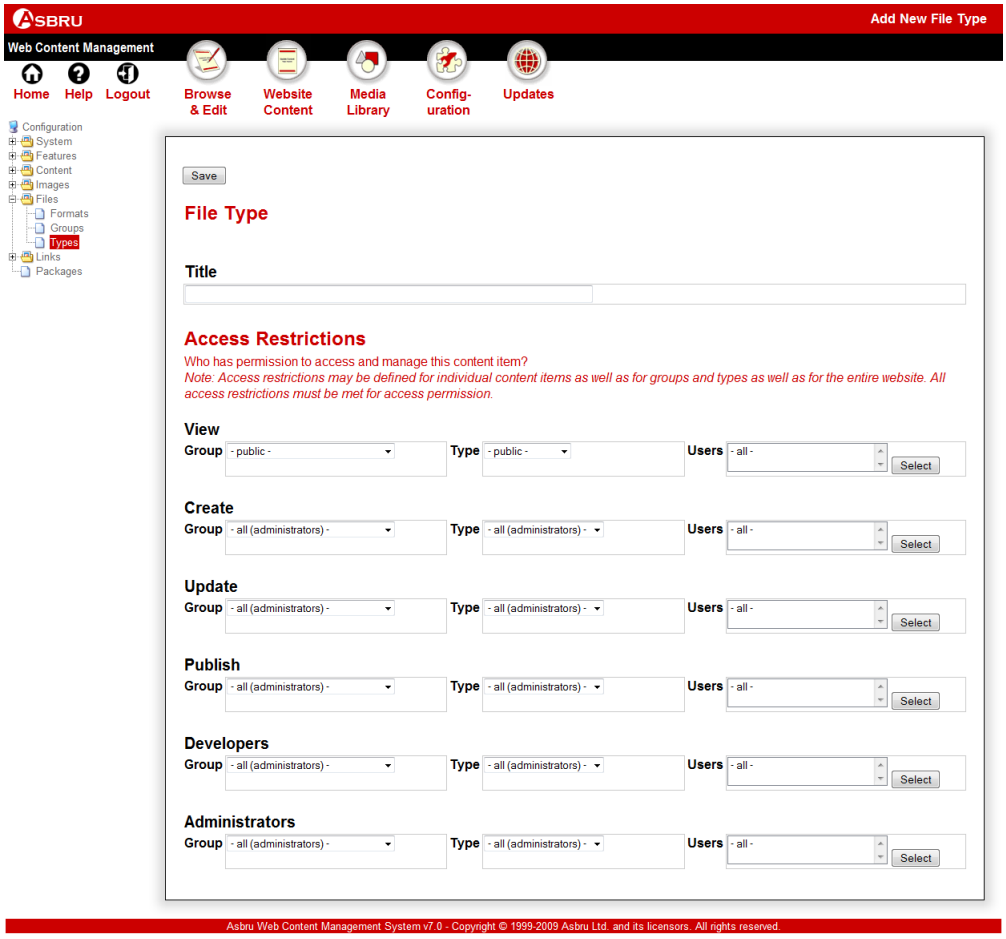
3.3.4.1 File Types Configuration

If the Content Categories - File Types feature is enabled, select the Configuration – Files – Types menu item to access the File Types configuration. Your currently defined file types are listed. Select Add New, View, Update and Delete to define your file types.



If the Access Restrictions features are enabled (Please see 3.11 User Access Restrictions and 3.17 Administrator Permissions and Workflow for details) then user group and type access restrictions can be configured for file types.

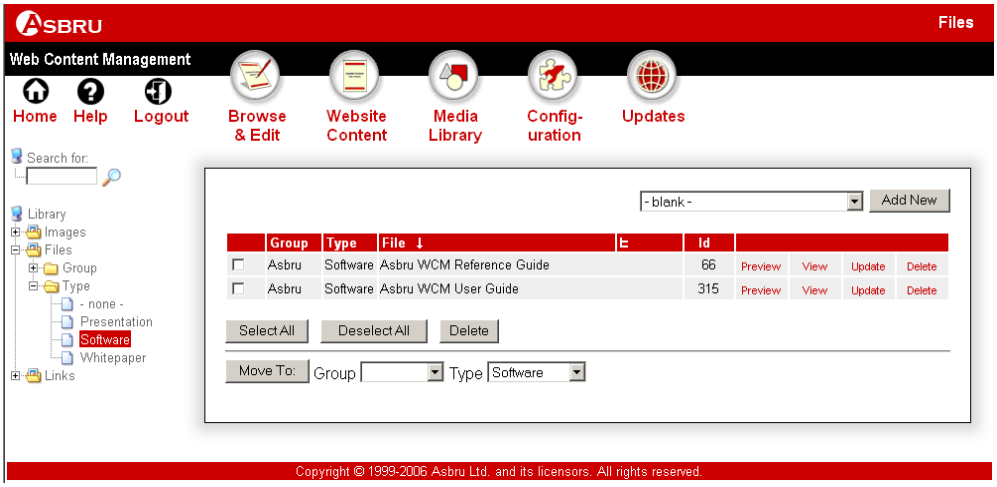
All access restrictions on content items as well as on file groups and types and website access restrictions must be met for access permission. So access restrictions defined for a file type are in addition to other defined access restrictions. The file type access restrictions do not overwrite/replace other defined access restrictions.



3.3.4.2 Library Administration With File Types

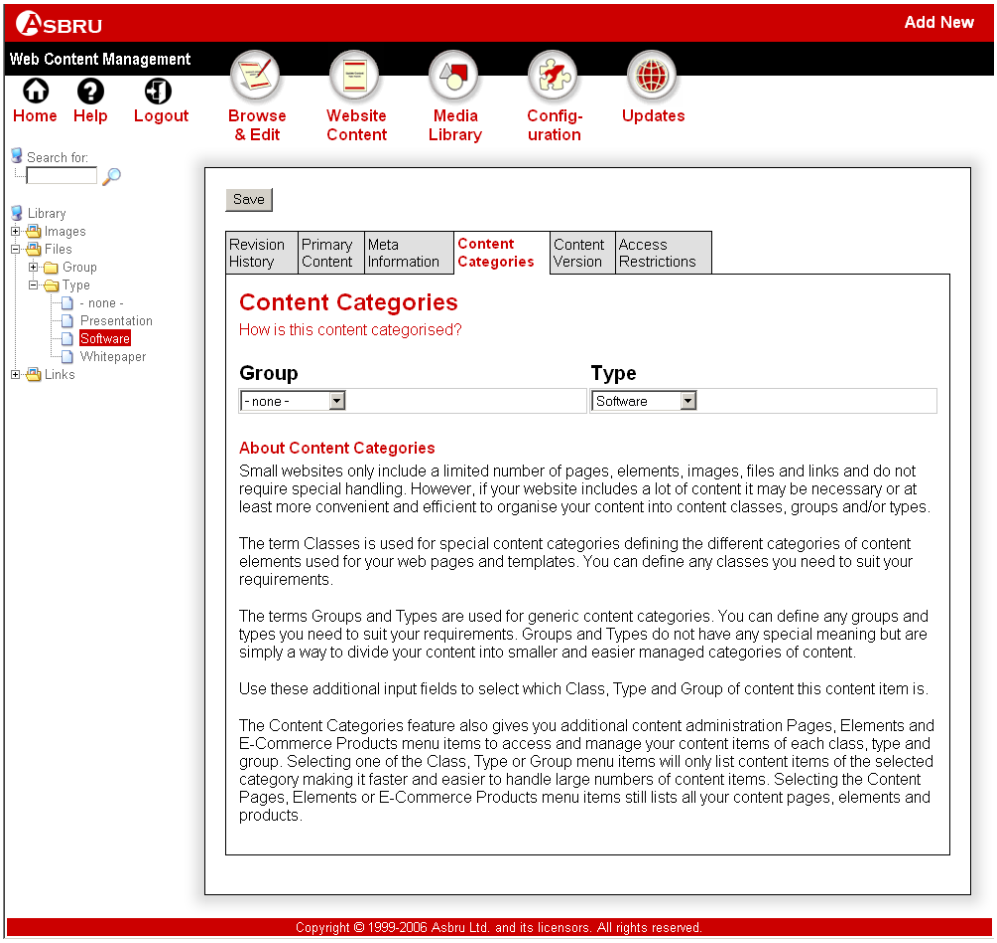
If the Content Categories – File Types feature is enabled, the library administration pages give you additional Files – Type menu items to access and manage your files of each type. Selecting one of the Type menu items will only list files of the selected type making it faster and easier to handle large amounts of files. Selecting the Files menu item still lists all your library files. The file lists include a column displaying each library file's type.

The file lists also include a Move To button and a Type list, which can be used to move selected content items to another type. Only content items for which the website administrator has Administrator access permissions can be moved. Selected content items for which the website administrator does not have Administrator access permissions are ignored and the content items are not moved.



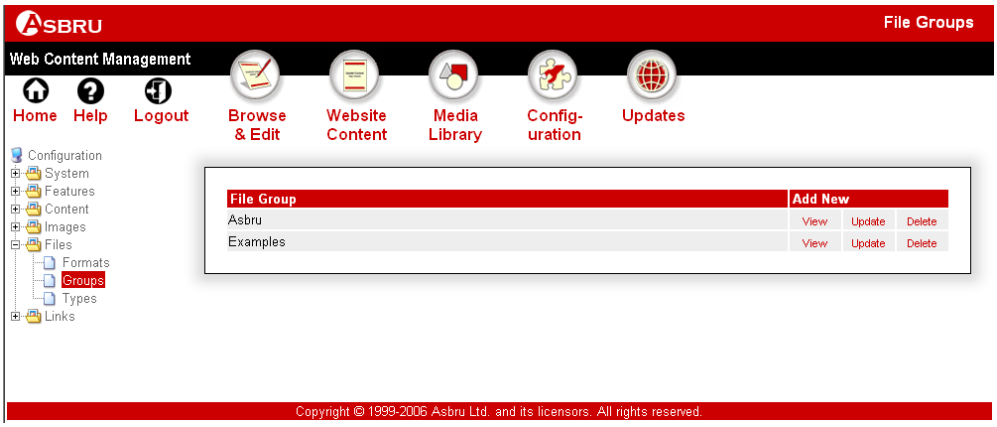
3.3.4.3 Editing Library File Types

If the Content Categories – File Types feature is enabled, the File content editor pages also give you an additional Content Definition – Type attribute. Use this Type attribute to categorise which type of file each of your files is of, or select "- none -" if you do not want to define the file as of any specific type.



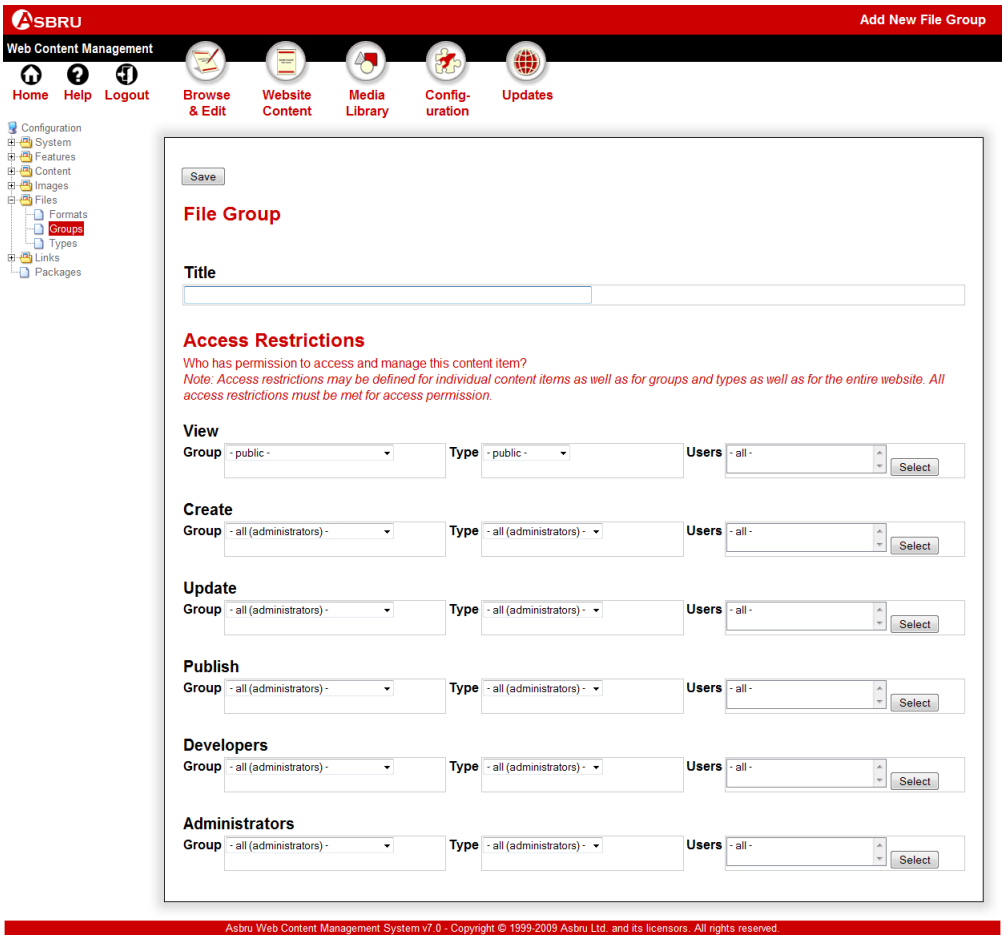
3.3.4.4 File Groups Configuration

If the Content Categories - File Groups feature is enabled, select the Configuration – Files - Groups menu item to access the File Groups configuration. Your currently defined file groups are listed. Select Add New, View, Update and Delete to define your file groups.



If the Access Restrictions features are enabled (Please see 3.11 User Access Restrictions and 3.17 Administrator Permissions and Workflow for details) then user group and type access restrictions can be configured for file groups.

All access restrictions on content items as well as on file groups and types and website access restrictions must be met for access permission. So access restrictions defined for a file group are in addition to other defined access restrictions. The file group access restrictions do not overwrite/replace other defined access restrictions.

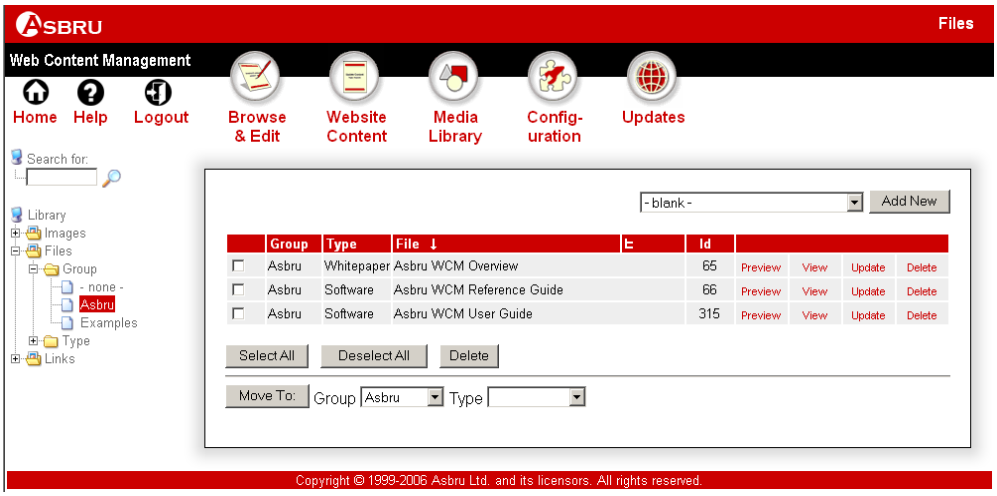


3.3.4.5 Library Administration With File Groups

If the Content Categories – File Groups feature is enabled, the library administration pages give you additional File – Group menu items to access and manage your files of each group. Selecting one of the Group menu items will only list files of the selected group making it faster and easier to handle large amounts of files. Selecting the Files menu item still lists all your files. The file lists include a column displaying each library file's group.

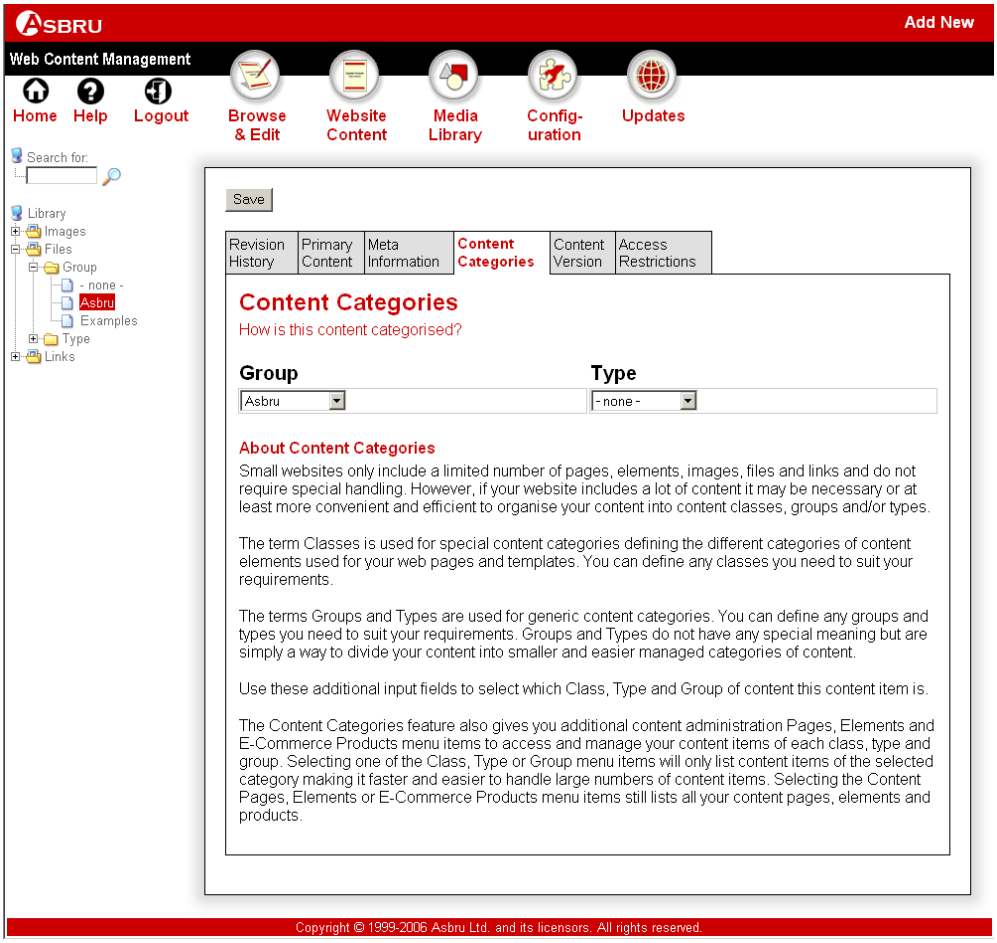
The file lists also include a Move To button and a Group list, which can be used to move selected content items to another group. Only content items for which the website administrator has Administrator access permissions can be moved. Selected content items for

which the website administrator does not have Administrator access permissions are ignored and the content items are not moved.



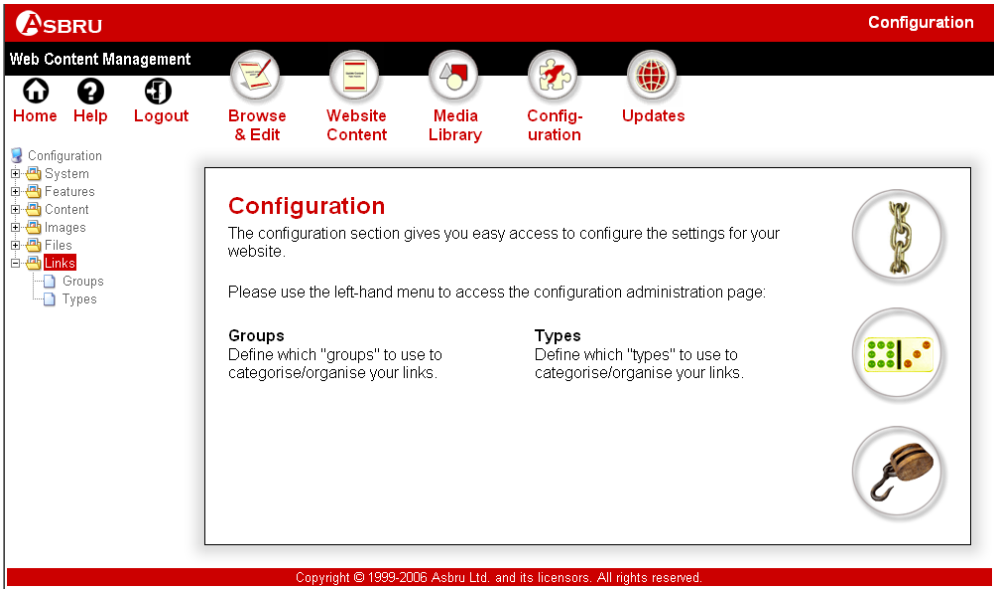
3.3.4.6 Editing Library File Groups

If the Content Categories – File Groups feature is enabled, the File content editor pages also give you an additional Content Definition – Group attribute. Use this Group attribute to categorise which group of file each of your files is of, or select "- none –" if you do not want to define the file as of any specific group.



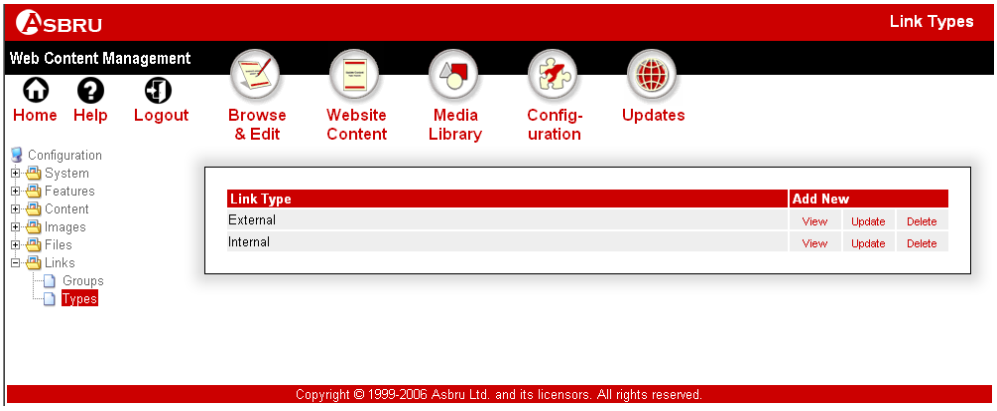
3.3.5 Library Links

Select the Configuration – Links menu item to access the Links configuration. Depending on your Content Categories configuration Groups and Types menu items will be available.



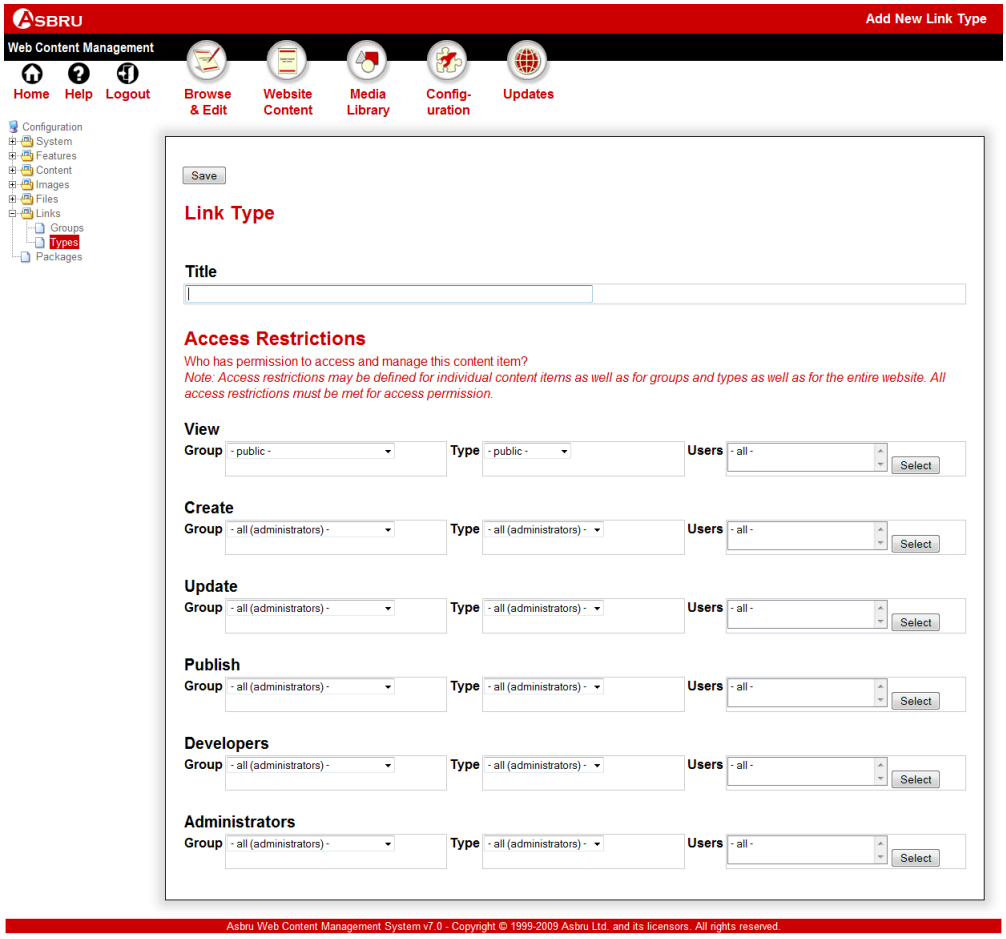
3.3.5.1 Link Types Configuration

If the Content Categories - Link Types feature is enabled, select the Configuration – Links - Types menu item to access the Link Types configuration. Your currently defined link types are listed. Select Add New, View, Update and Delete to define your link types.



If the Access Restrictions features are enabled (Please see 3.11 User Access Restrictions and 3.17 Administrator Permissions and Workflow for details) then user group and type access restrictions can be configured for link types.

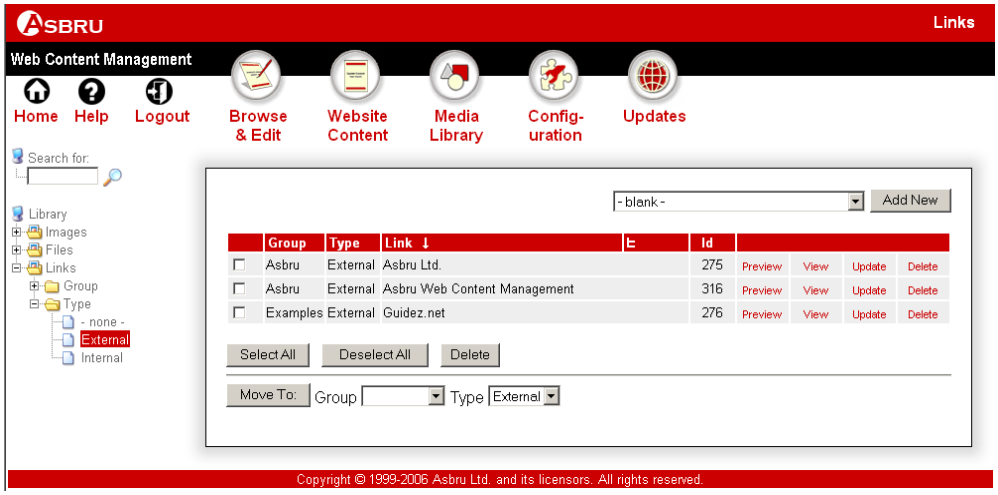
All access restrictions on content items as well as on link groups and types and website access restrictions must be met for access permission. So access restrictions defined for a link type are in addition to other defined access restrictions. The link type access restrictions do not overwrite/replace other defined access restrictions.



3.3.5.2 Library Administration With Link Types

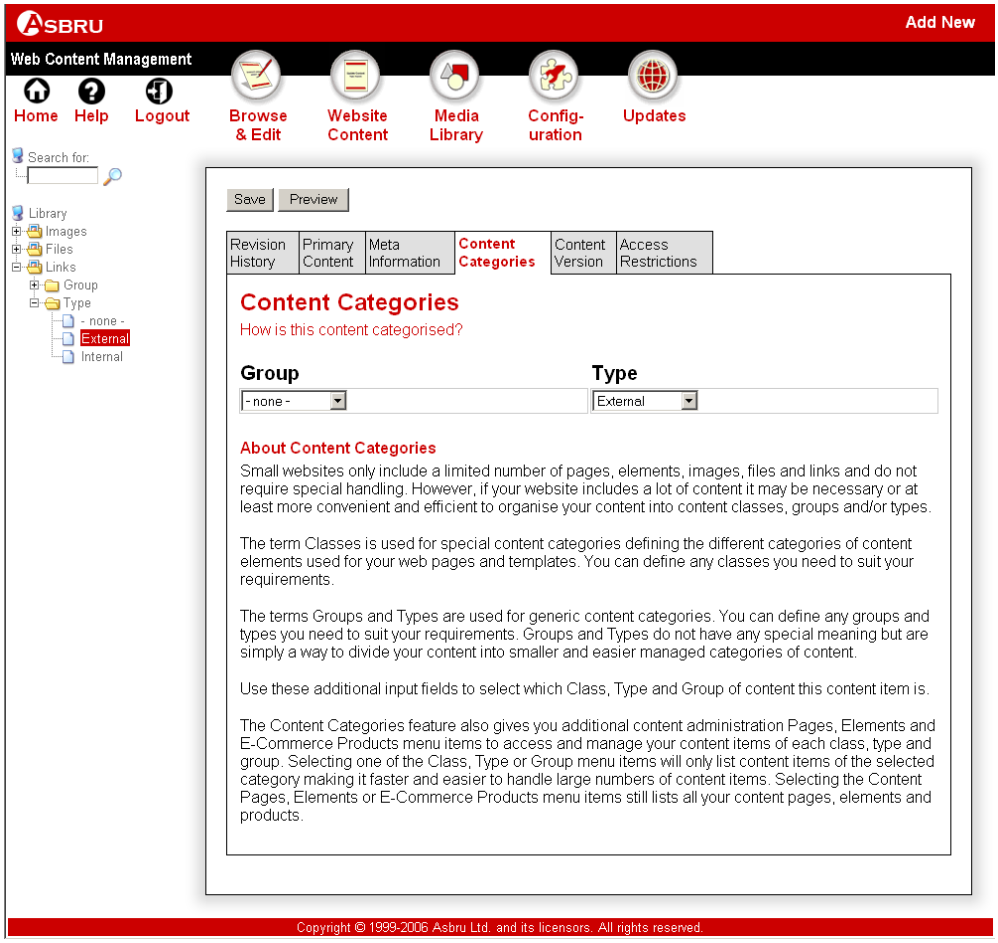
If the Content Categories – Link Types feature is enabled, the library administration pages give you additional Links – Type menu items to access and manage your links of each type. Selecting one of the Type menu items will only list links of the selected type making it faster and easier to handle large amounts of links. Selecting the Links menu item still lists all your library links. The link lists include a column displaying each library link's type.

The link lists also include a Move To button and a Type list, which can be used to move selected content items to another type. Only content items for which the website administrator has Administrator access permissions can be moved. Selected content items for which the website administrator does not have Administrator access permissions are ignored and the content items are not moved.



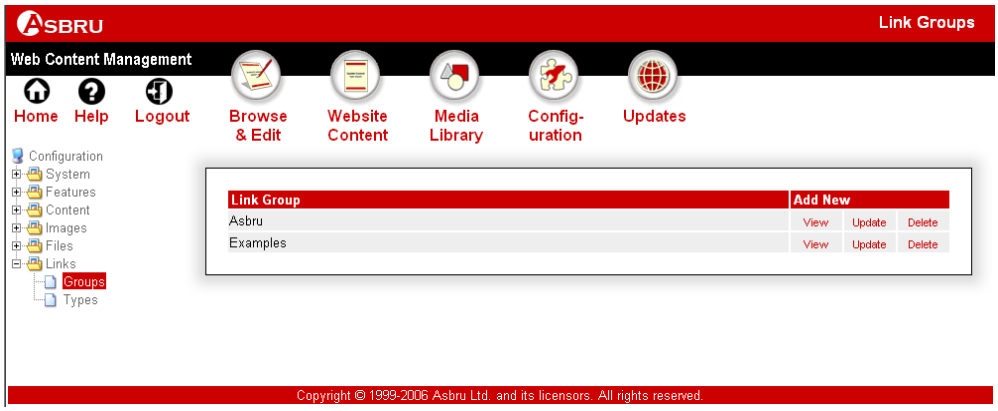
3.3.5.3 Editing Library Link Types

If the Content Categories – Link Types feature is enabled, the Link content editor pages also give you an additional Content Definition – Type attribute. Use this Type attribute to categorise which type of link each of your links is of, or select "- none –" if you do not want to define the link as of any specific type.



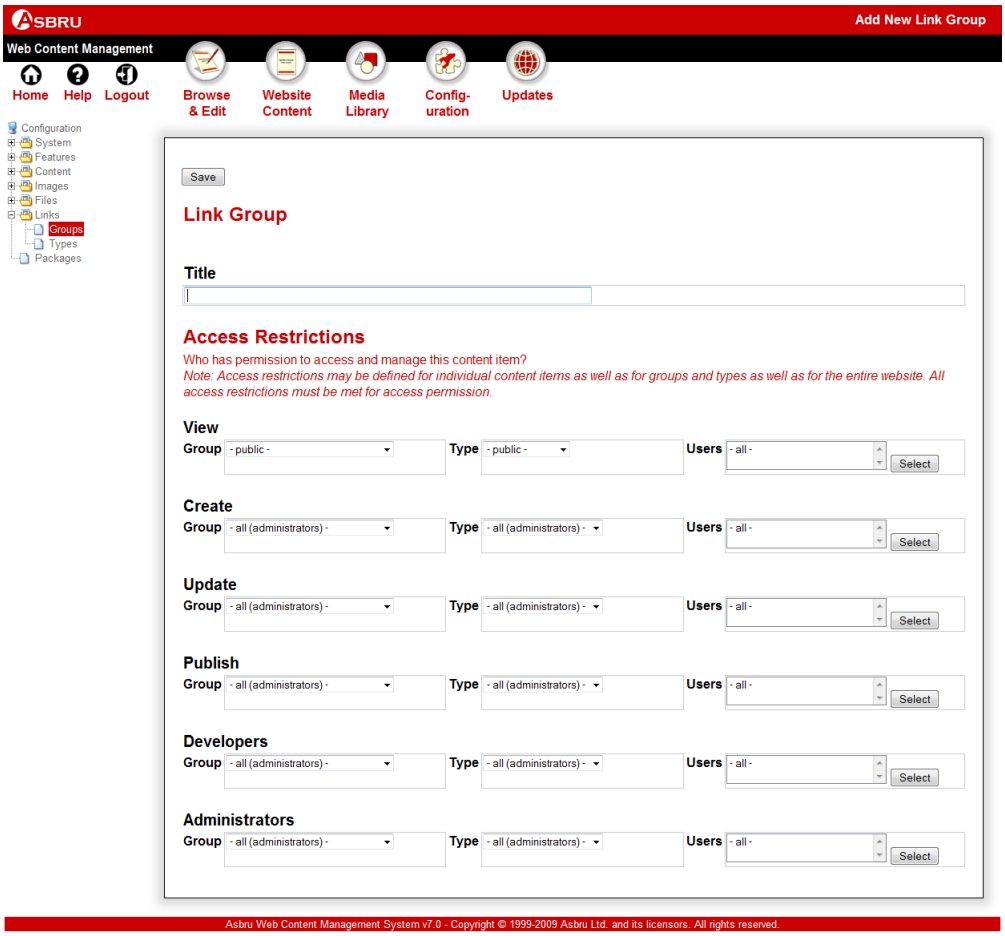
3.3.5.4 Link Groups Configuration

If the Content Categories - Link Types feature has been enabled, select the Configuration – Links – Groups menu item to access the Link Groups configuration. Your currently defined link groups are listed. Select Add New, View, Update and Delete to define your link groups.



If the Access Restrictions features are enabled (Please see 3.11 User Access Restrictions and 3.17 Administrator Permissions and Workflow for details) then user group and type access restrictions can be configured for link groups.

All access restrictions on content items as well as on link groups and types and website access restrictions must be met for access permission. So access restrictions defined for a link group are in addition to other defined access restrictions. The link group access restrictions do not overwrite/replace other defined access restrictions.

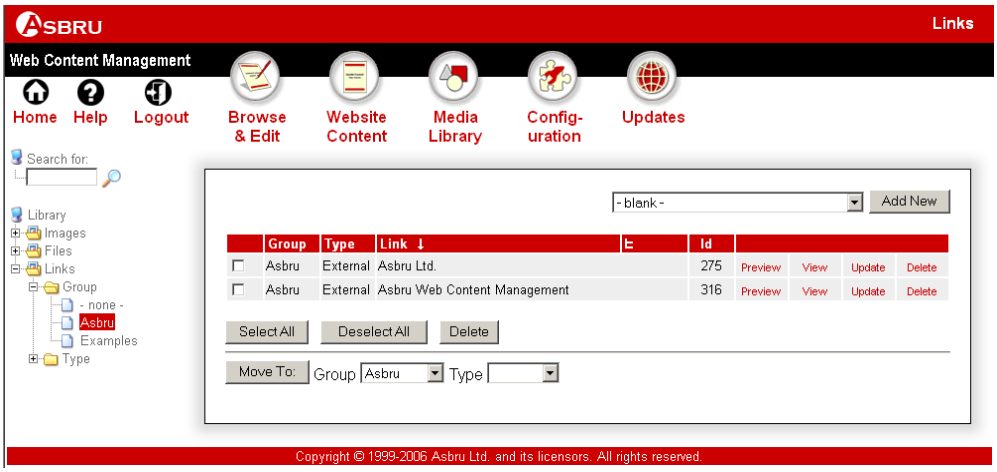


3.3.5.5 Library Administration With Link Groups

If the Content Categories – Link Groups feature is enabled, the library administration pages give you additional Link – Group menu items to access and manage your links of each group. Selecting one of the Group menu items will only list links of the selected group making it faster and easier to handle large amounts of links. Selecting the Links menu item still lists all your links. The link lists include a column displaying each library link's group.

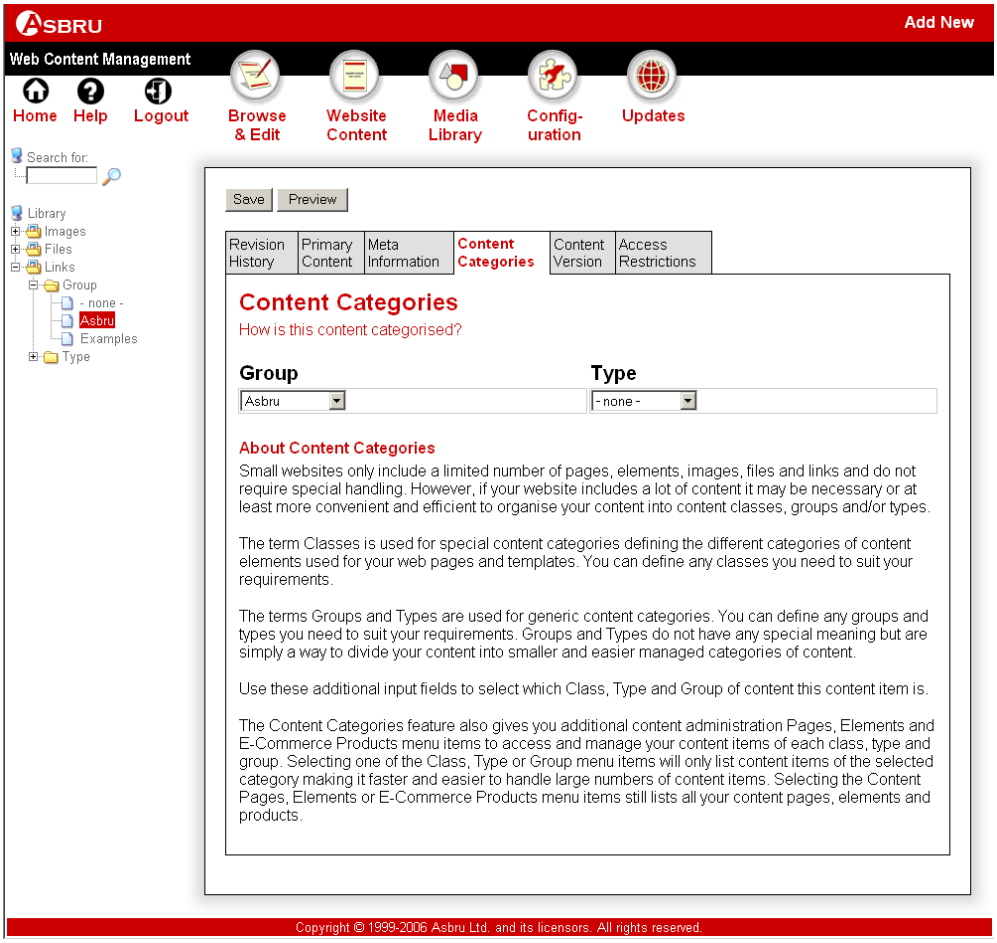
The link lists also include a Move To button and a Group list, which can be used to move selected content items to another group. Only content items for which the website administrator has Administrator access permissions can be moved. Selected content items for

which the website administrator does not have Administrator access permissions are ignored and the content items are not moved.



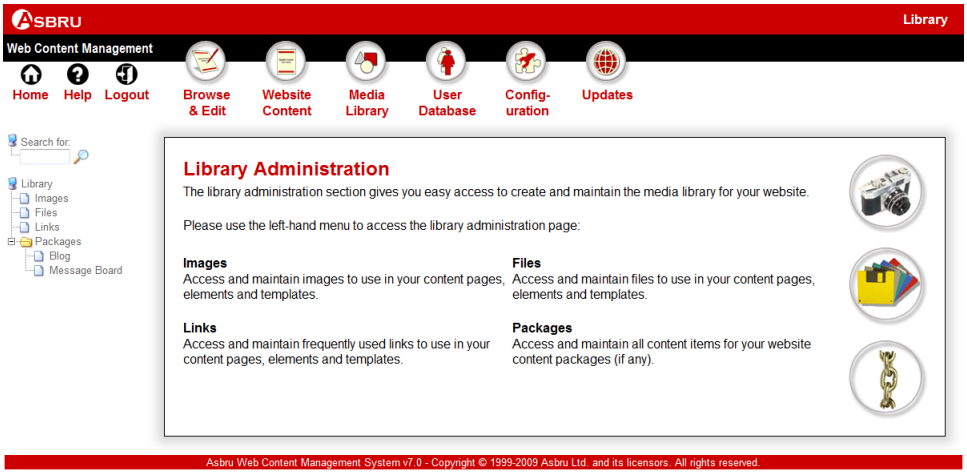
3.3.5.6 Editing Library Link Groups

If the Content Categories – Link Groups feature is enabled, the link content editor pages also give you an additional Content Definition – Group attribute. Use this Group attribute to categorise which group of link each of your links is of, or select "- none –" if you do not want to define the link as of any specific group.



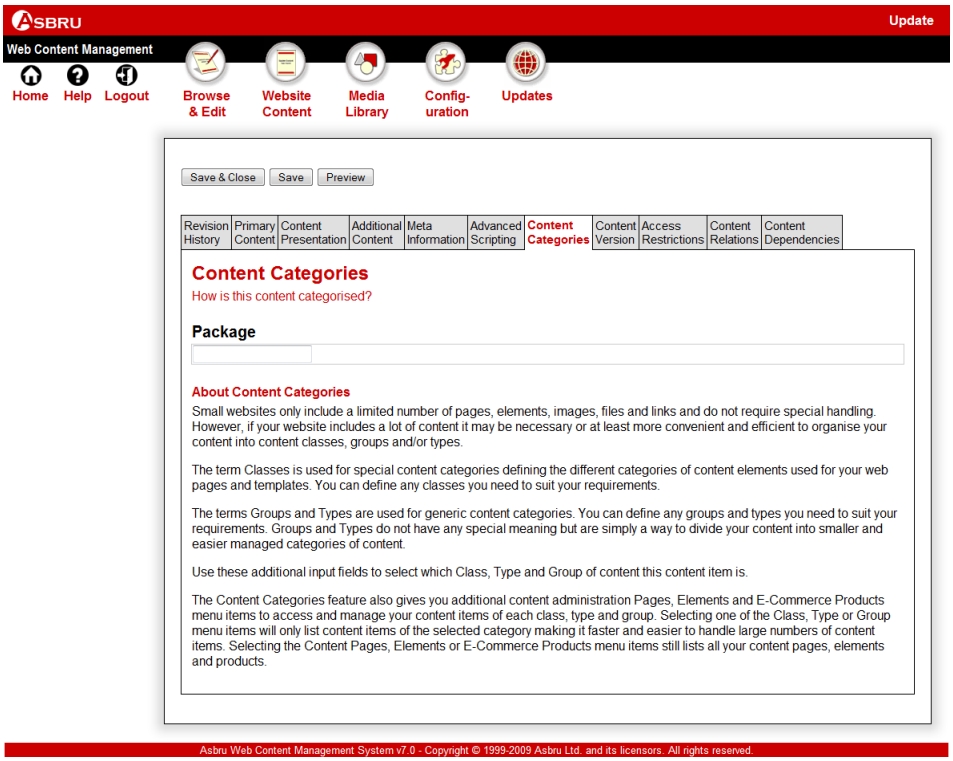
3.3.6 Library Administration With Content Packages

If the Content Categories feature is enabled, the media library administration pages give you additional Packages menu items to access and manage your content of each package. Selecting one of the Packages menu items will only list content of the selected package making it faster and easier to handle large amounts of content. The content lists include a column displaying each content item's package.



3.3.7 Editing Content Packages

If the Content Categories Types feature is enabled, the media library content editor pages also give you an additional Content Definition – Package attribute. Use this Package attribute to categorise which package each of your content items is part of, or leave it empty if you do not want to define the content item to be part of any package.

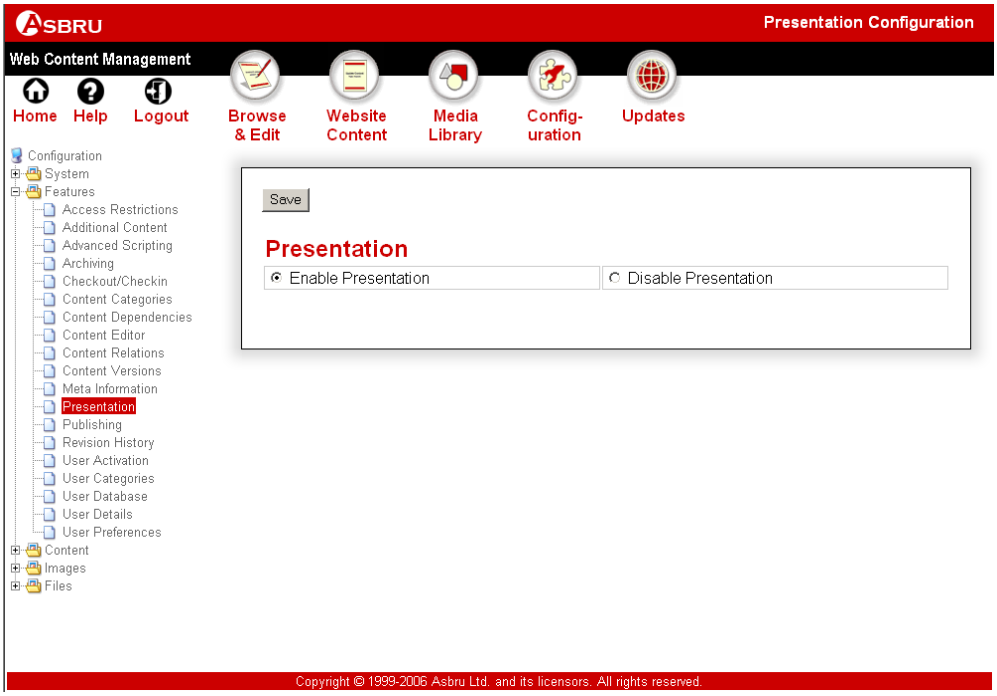


3.4 Page-Specific Presentation Templates and Style Sheets

As default you configure your website to use a single presentation template and style sheet for all your website pages. However, you may want to use different presentation templates and style sheets for different sections of your website. By enabling the page-specific presentation templates and style sheets feature you can select the presentation template and style sheet to be used to display each of your website pages.

3.4.1 Presentation Configuration

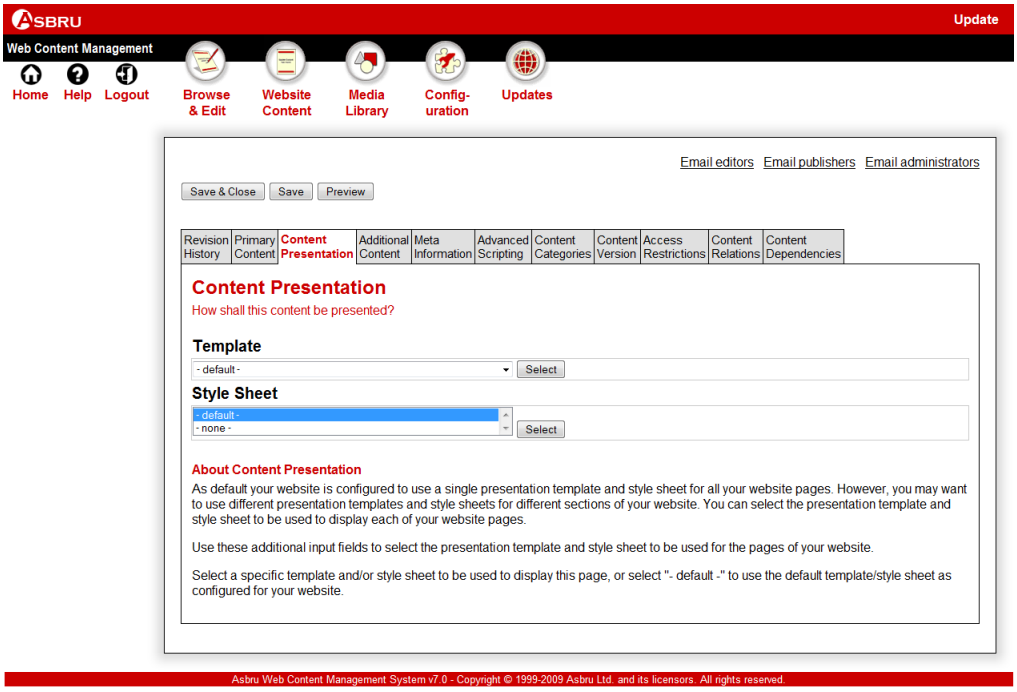
Select the Configuration – Features – Presentation menu item to access the Presentation configuration. Select Enable Presentation or Disable Presentation and Save to enable/disable the Presentation feature.



3.4.2 Editing Presentation Content

If the Presentation feature is enabled, additional Presentation attributes are added to your page content editor pages. Use these additional input fields to select the presentation template and style sheet to be used for the pages of your website.

Select a specific template and/or a number of style sheets to be used to display this page, or select "- default -" to use the default template/style sheet as configured for your website (Please see 1.3.5 Website for details).



3.4.3 Related Features

Content Presentation Templates and Style Sheets can also be defined for Page Groups and Page Types as well as for Micro-Websites. Please see 3.3 Organising Many Pages, Images, Files and Links and 2.8.1.5 Micro-Websites for details.

If a Template is configured for an individual Page then that Template will be used. Otherwise, if the Page's Template is set to "default" then the page will use its page group's template, or its page type's template, or it's micro-website's template, or the default website template – in that order. Only the "first" template will be used.

If a number of Style Sheets are configured for an individual Page then those Style Sheets will be used. Otherwise, if the Page's Style Sheet is set to "default" then the page will use its page group's style sheets, or its page type's style sheets, or it's micro-website's style sheets, or the default website style sheet – in that order. Only the "first" style sheets will be used.

3.5 Page-Specific Additional Content Elements

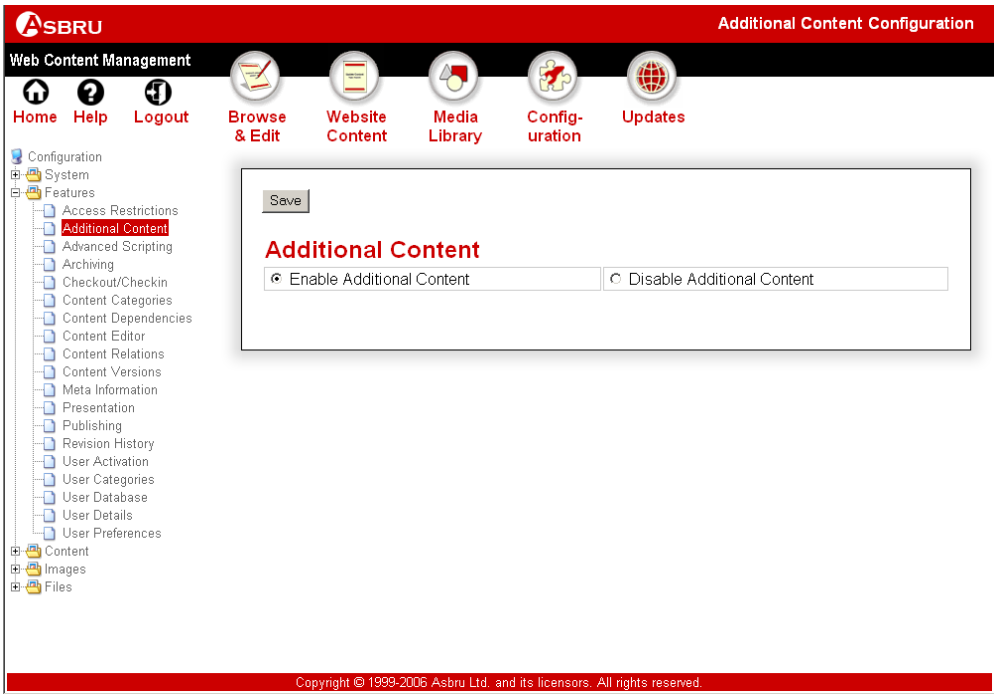
The default installation of the Asbru Web Content Management system includes pre-defined menu, toolbar, banner, news and logo content elements (Please see 2.6.3 Elements for details). The pre-defined templates have been created to display these pre-defined menu, toolbar, banner, news and logo content elements for all your web pages. However, you may want to use different content elements for different templates and specific pages. By enabling the page-specific additional content elements feature you can select the additional content elements to be used as default for each presentation template as well as the additional content elements to be used to display for each of your website pages.

Up to 3 images, 3 files and 3 links can also be associated directly with each page and product. These images, files and links can be displayed/used in templates, content item listings and

search results etc. For example, the 3 images could be used for a small thumbnail image to be displayed in content item listings and search results; a medium-sized image to be displayed on the web page by the template; and a large high-resolution image for printing.

3.5.1 Additional Content Configuration

Select the Configuration – Features – Additional Content menu item to access the Additional Content configuration. Select Enable Additional Content or Disable Additional Content and Save to enable/disable the Additional Content feature.



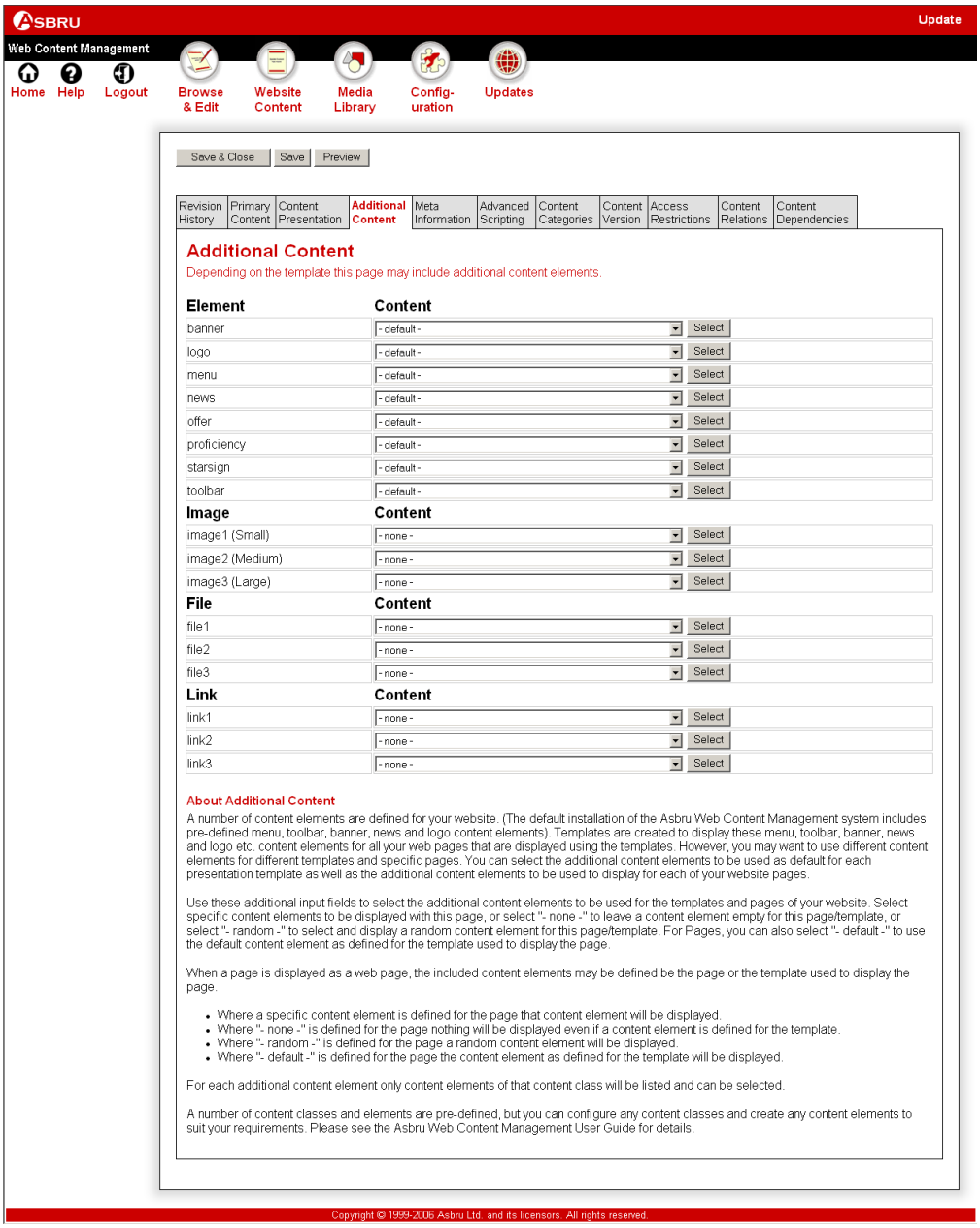
3.5.2 Editing Additional Content

If the Additional Content feature is enabled, additional Additional Content attributes are added to your Page and Template content editor pages. Use these additional input fields to select the additional content elements to be used for the templates and pages of your website.

Select specific content elements to be displayed with this page, or select "- none -" to leave a content element empty for this page/template, or select "- random -" to select and display a random content element for this page/template. For Pages, you can also select "- default -" to use the default content element as defined for the template used to display the page.

When a page is displayed as a web page, the included content elements may be defined be the page or the template used to display the page. Where a specific content element is defined for the page that content element will be displayed. Where "- none -" is defined for the page nothing will be displayed even if a content element is defined for the template. Where "- random -" is defined for the page a random content element will be displayed. Where "- default -" is defined for the page the content element as defined for the template will be displayed.

For each additional content element only content elements of that content class will be listed and can be selected.



3.5.3 Related Features

A number of content classes and elements are pre-defined, but you can configure any content classes and create any content elements to suit your requirements. Please see 3.3 Organising Many Pages, Images, Files and Links for details.

For details on how to include content elements into templates please see 2.6.4 Templates.

3.6 Staging, Previewing and Publishing Content

As default the Asbru Web Content Management system is configured to use a very simple content publishing model. All content is simply published automatically and immediately when you save your content. However, you may want to work on your content over a period of time, test your content and eventually get approval for your content before it is published. This is possible by enabling manual content publishing.

3.6.1 Publishing Configuration

Select the Configuration – Features – Publish menu item to access the Publishing configuration. Select your preferred Publishing options and Save to configure the Publishing feature:

- Automatic On Save
  Will always automatically and immediately publish your content when you Save.

- Manual – On By Default
  Will publish your content as default when you Save, but you can select not to publish when you Save.
  Please see 3.6.2 Publishing Content Manually for details.

- Manual – Off By Default
  Will not publish your content as default when you Save, but you can select to publish when you Save.
  Please see 3.6.2 Publishing Content Manually for details.

Web addresses used for published pages:

- Use dynamic web addresses for published pages
  Published pages can only be accessed through dynamic web addresses such as "http://localhost/page.aspx?id=1"

- Enable use of static web addresses for published pages
  Pages can be published to static web addresses such as "http://localhost/homepage.aspx".
  Please see 3.6.4 Publishing Content To Static Web Addresses for details.

    - Publish *.html and *.css as dynamic pseudo-files/folders (default)
      Pages and style sheets named *.html and *.css are published pseudo-files/folders with dynamic content – only the web address is static. The content is still updated automatically when other content is updated.
      Usually, this option should be selected.

    - Publish *.html and *.css as static files (faster but disables some functionality)
      Pages and style sheets named *.html and *.css are published as simple static files with static content – both the web address and the content is static. The content is not updated automatically when other content is updated.
      Usually, this option should not be selected.

Scheduled publishing:

- Disable scheduled publishing
  Content is published immediately when Published.

- Enable scheduled publishing
  Content can be scheduled to be published automatically at a specific later date and time.
  Please see 3.6.5 Scheduled Publishing and Expiration for details.

Scheduled expiration:

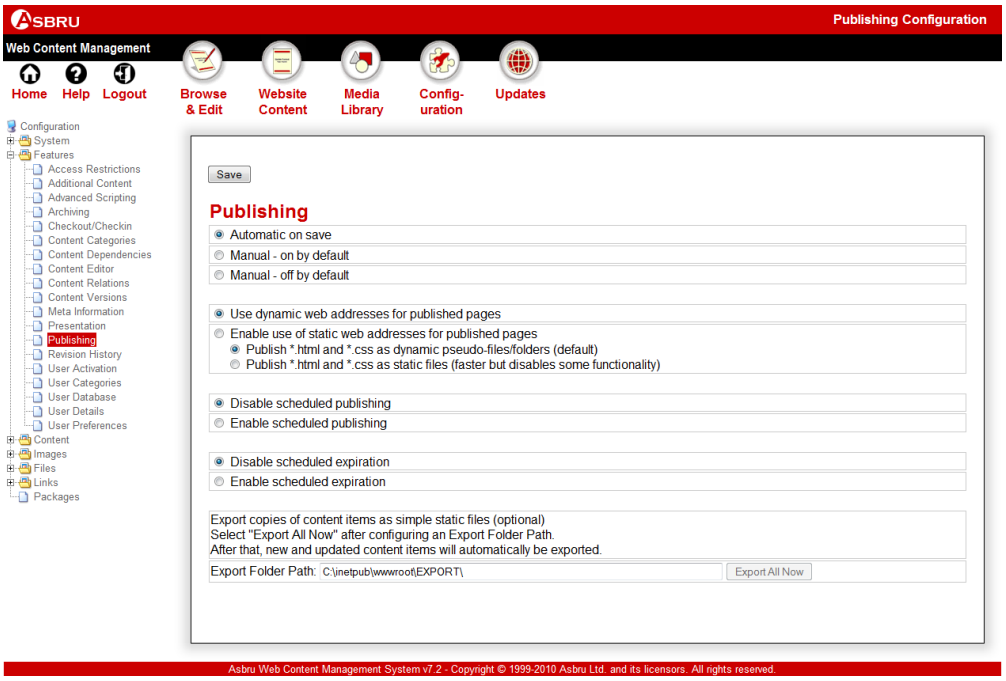
- Disable scheduled expiration
  Published content does not expire unless unpublished/deleted manually.
  Please see 3.6.5 Scheduled Publishing and Expiration for details.

- Enable scheduled expiration
  Content can be scheduled to expire automatically at a specific later date and time.

Export copies of content items as simple static files (optional):

- Export Folder Path
  The full path and folder name on the web server to which simple, static file copies of the website content items are exported – for example, publishing a website without advanced dynamic functionality to an external public website; as a limited functionality backup website; or as a limited functionality CD/DVD copy of the website. For security reasons the Export Folder Path must be a sub-folder located inside the website "root" folder.

  After configuration of the Export Folder Path the "Export All Now" button should be selected to make an initial export of all the website content items. Invidiual content items will automatically be exported when they are added, updated, published and deleted.



3.6.2 Content and Library Administration with Publishing

If the Publish – "Manual – on by default" or "Manual – off by default" feature is enabled, an additional Status column and additional Status - New, Updated and Published menu items are added to your content and library administration pages.

If the Scheduled Publishing feature is enabled, additional Status - Scheduled menu items are added to your content and library administration pages.

If the Scheduled Expiration feature is enabled, additional Status - Expired menu items are added to your content and library administration pages.

Use these additional menu items to list New, Updated, Scheduled, Published and Expired content items:

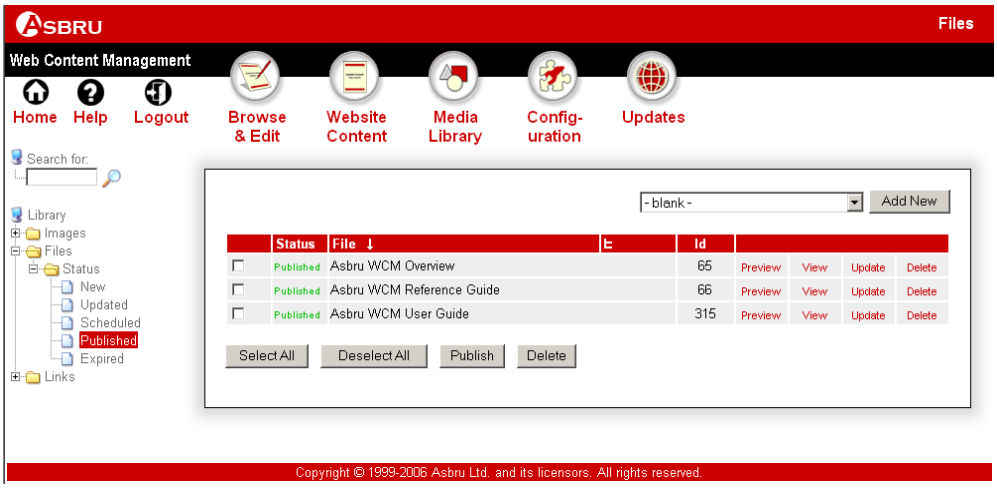
- New
  Content items, which have not been published.

- Updated
  Content items, which have been updated since they were published.

- Scheduled
  Content items, which have been scheduled to be published in the future.

- Published
  Content items, which have been published.

- Expired
  Content items, which have expired according to their scheduled expiration.



3.6.3 Publishing Content Manually

If the Publish – "Manual – on by default" or "Manual – off by default" feature is enabled, an additional Publish button is added to your content and library administration index pages. Use this button to publish multiple selected content items. An additional Publish or Ready To

Publish checkbox is also added to your content editor pages. Use this additional checkbox to select if you want to publish your content when you Save or not.

3.6.3.1 Publish Multiple Content Items

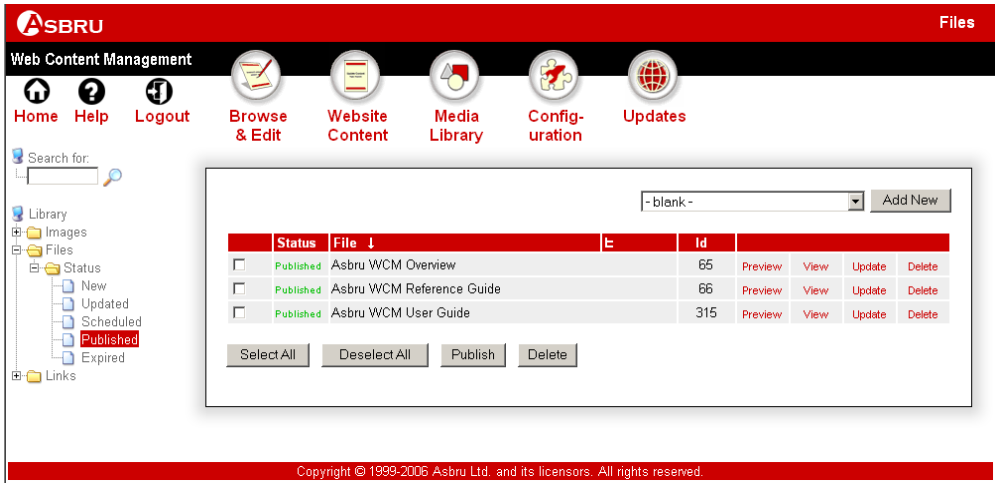
On the content and library administration index pages you will have access to select multiple content items to be published by checking the box next to the left of each content item and selecting the Publish button.

Selected content items for which you do not have access permissions to update the content will be ignored and remain unchanged when you select Publish.

Selected content items for which you have access permissions to publish the content will be published immediately when you select Publish.

Selected content items for which you do not have access permissions to publish an email will be sent to all other website administrators with access permissions to publish the content item when you select Publish.

Please see the following sections for details on publishing content with and without access permissions to publish.



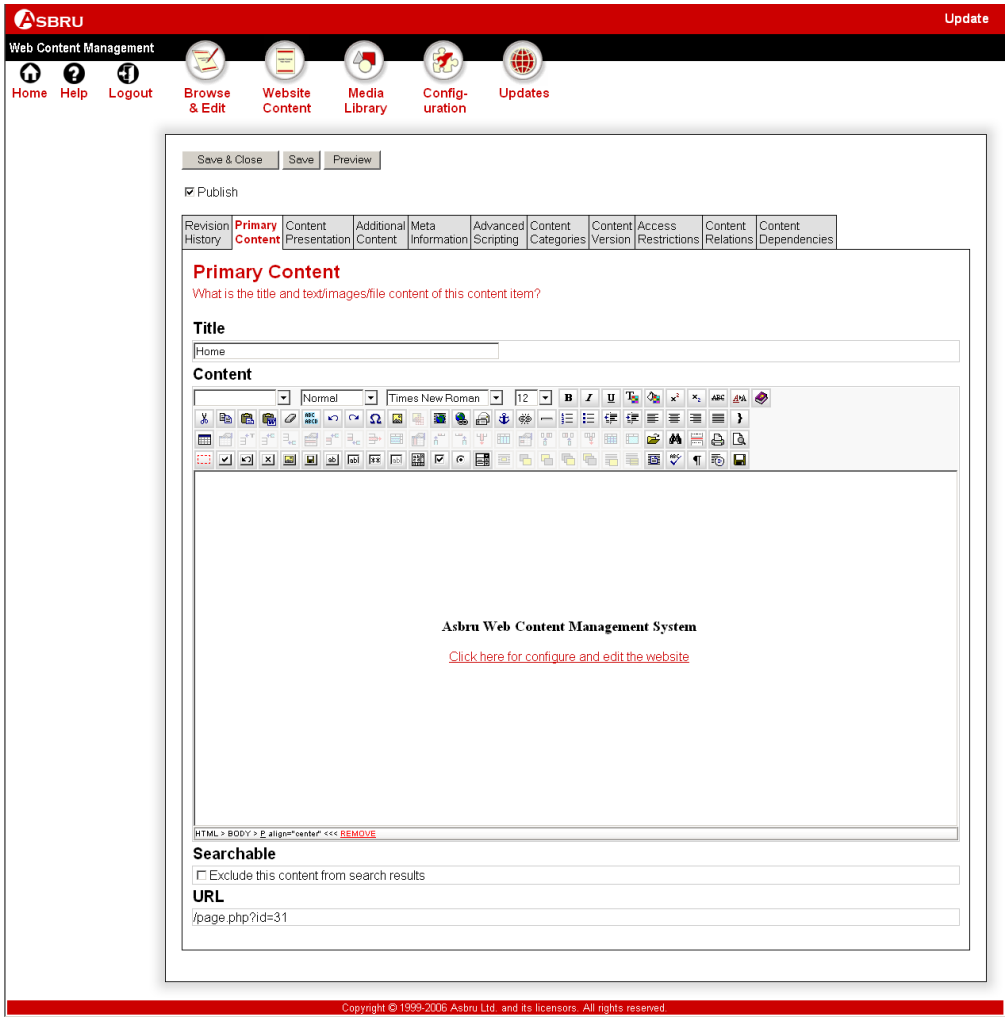
3.6.3.2 With Access Permissions To Publish

If you have access permissions to publish the content you are editing, you will see an additional Publish checkbox next to the Save button.

- If the Publish checkbox is checked your content will be published immediately when you Save.

- If the Publish checkbox is unchecked your content will not be published when you Save. The published content on your website will remain unchanged for your website users. Your new/updated content will be saved to a staging/work area in the Asbru Web Content Management system for you to return to update and publish your content at a later time. Before publishing your content you can use the Preview links on the content and library administration listings pages to see how your content will look if it is published.

If the Publish – “Manual – on by default” feature is enabled, the checkbox will be checked as default when you open the content editor pages. If the Publish – “Manual – off by default” feature is enabled, the checkbox will be unchecked as default when you open the content editor pages.



3.6.3.3 Without Access Permissions To Publish

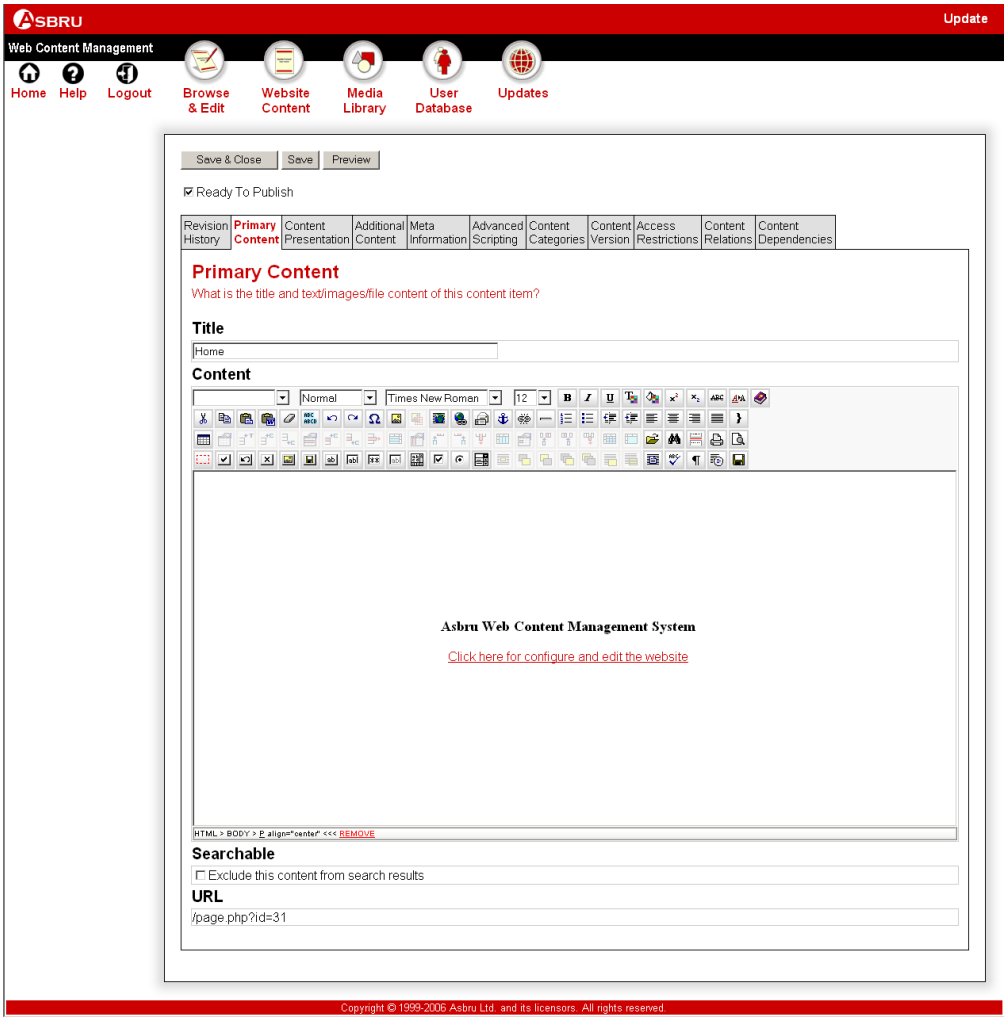
If you do not have access permissions to publish the content you are editing, you will see an additional Ready To Publish checkbox next to the Save button.

- If the Ready To Publish checkbox is checked an email will be sent to all other website administrators with access permissions to publish the content item when you Save.

- If the Ready To Publish checkbox is unchecked your content will not be published when you Save.

The published content on your website will remain unchanged for your website users. Your new/updated content will be saved to a staging/work area in the Asbru Web Content Management system for another website administrator, who has access permissions to publish the content, to publish the content at a later time. Before marking your content as ready for publishing you can use the Preview links on the content and library administration listings pages to see how your content will look if it is published.

If the Publish – "Manual – on by default" feature is enabled, the checkbox will be checked as default when you open the content editor pages. If the Publish – "Manual – off by default" feature is enabled, the checkbox will be unchecked as default when you open the content editor pages.

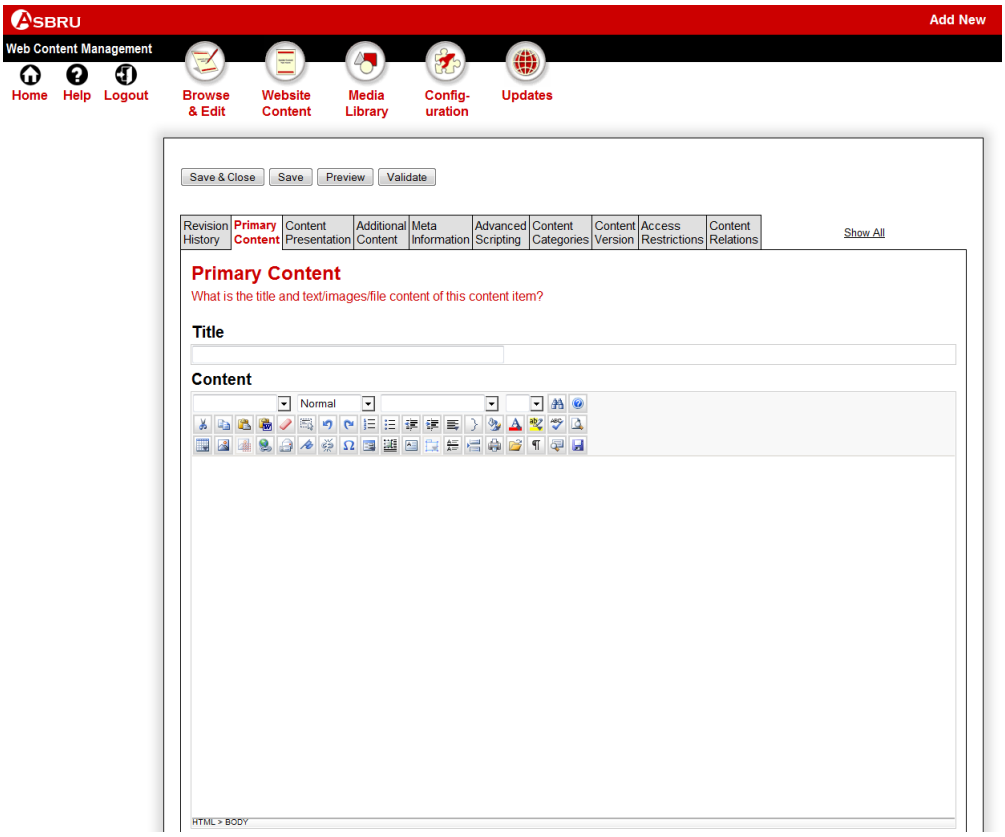


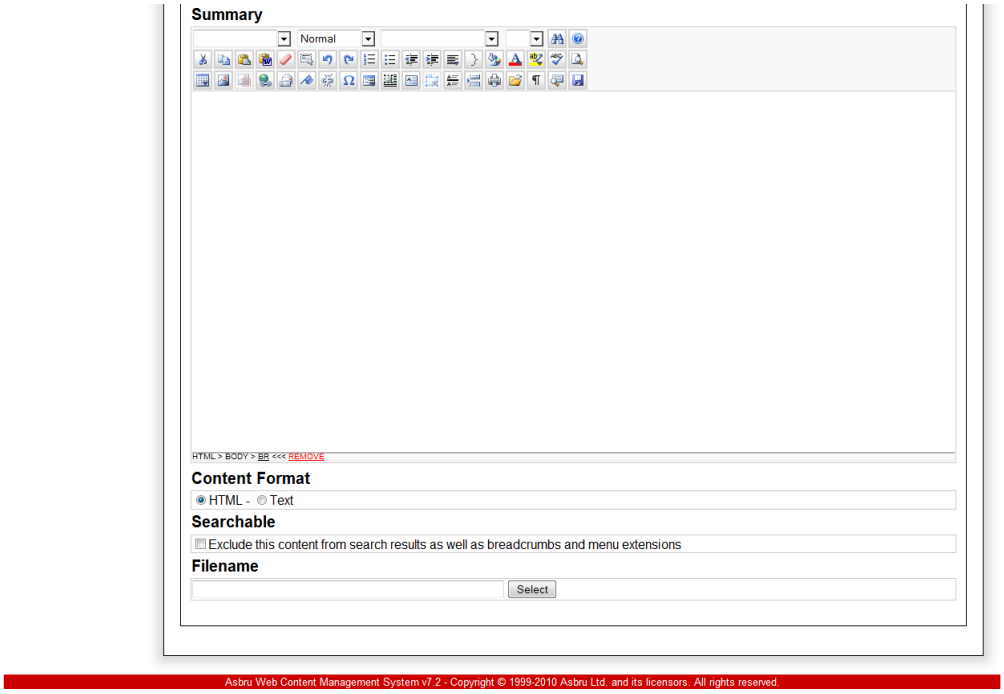
3.6.4 Publishing Content To Static Web Addresses

For user-friendly web addresses you may want to publish your web content to static web addresses such as "http://localhost/about.html".

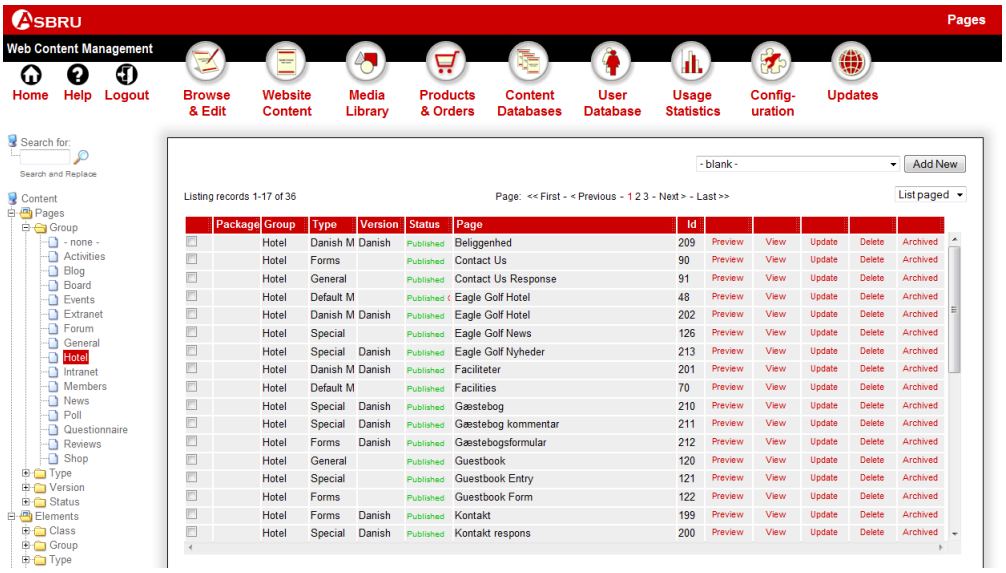
If the Publish – “Enable use of static web addresses for published pages” feature is enabled, an additional Filename input field is added to your Add New and Update content editor pages for Pages, Products and Style Sheets. Use this additional input field if you want to publish your content to a static web address. An additional Filename input field is also added to your Add New and Update content editor pages for Images and Files. Use this additional input field if you want to save images/files to another location than the default “image”/”file” folders.

For example, entering the filename “about.html” will publish the content to the web address “http://localhost/about.html” (where “localhost” is replaced with your own Internet address domain name). The “Select” button can be used to browse the website’s existing folder and files to help choose a filename that is not already in use on the website.

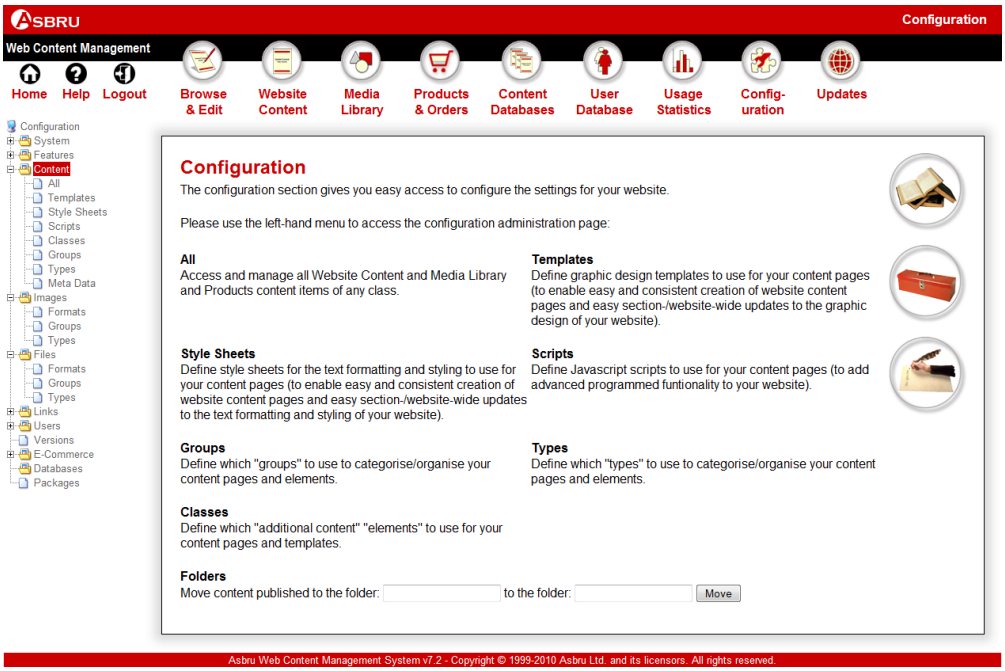




The content lists also add a Move To button and Folder input field, which can be used to move selected content items to another folder. Only content items for which the website administrator has Administrator access permissions can be moved. Selected content items for which the website administrator does not have Administrator access permissions are ignored and the content items are not moved.



The Configuration / Content, Configuration / Images and Configuration / Files pages also add "Folders: Move files published to the folder: _____ to the folder: _____" input fields which can be used to move files from one specific folder to another folder.

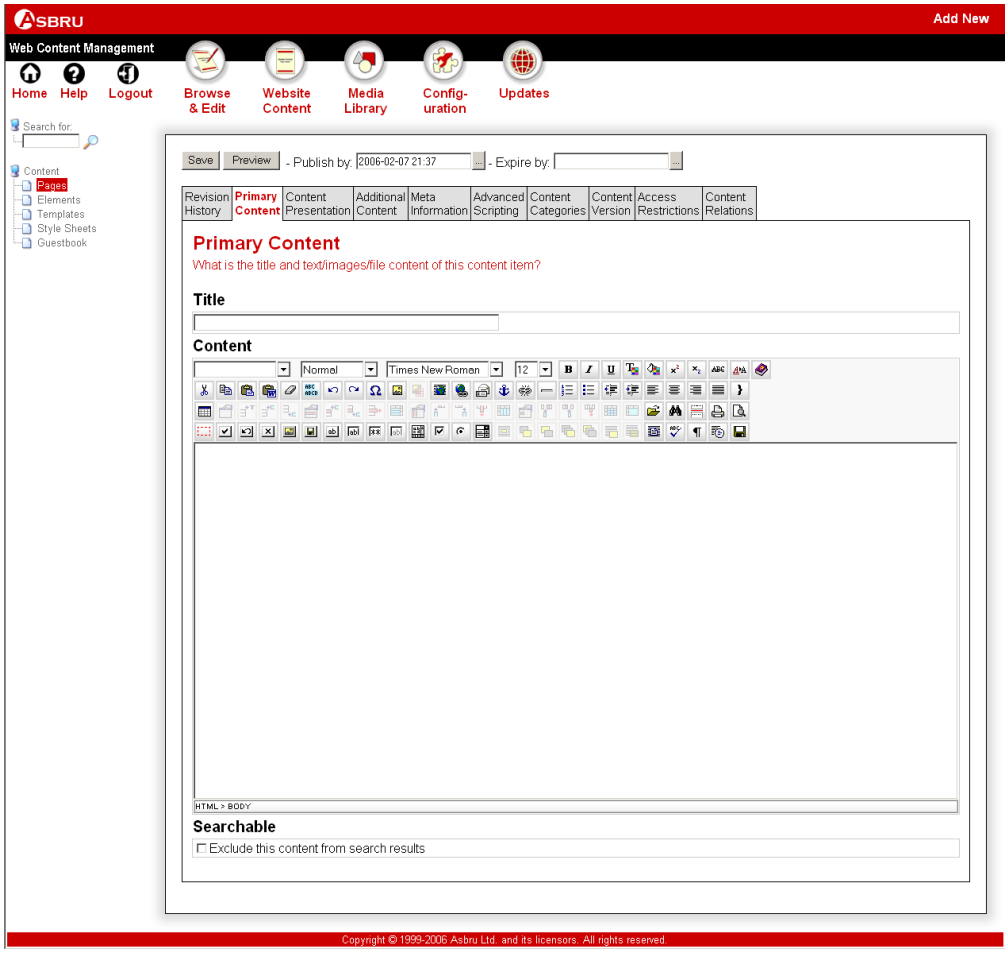


3.6.5 Scheduled Publishing and Expiration

If the Publish – "Enable scheduled publishing" feature is enabled, an additional Publish By input field is added to your content editor pages. Use this additional input field to specify if and when you want to publish your content automatically at the specified date and time. Use the button next to the input field to access a calendar to select the publishing date and time. Use this feature to publish news, press releases and special offers etc. at specific times.

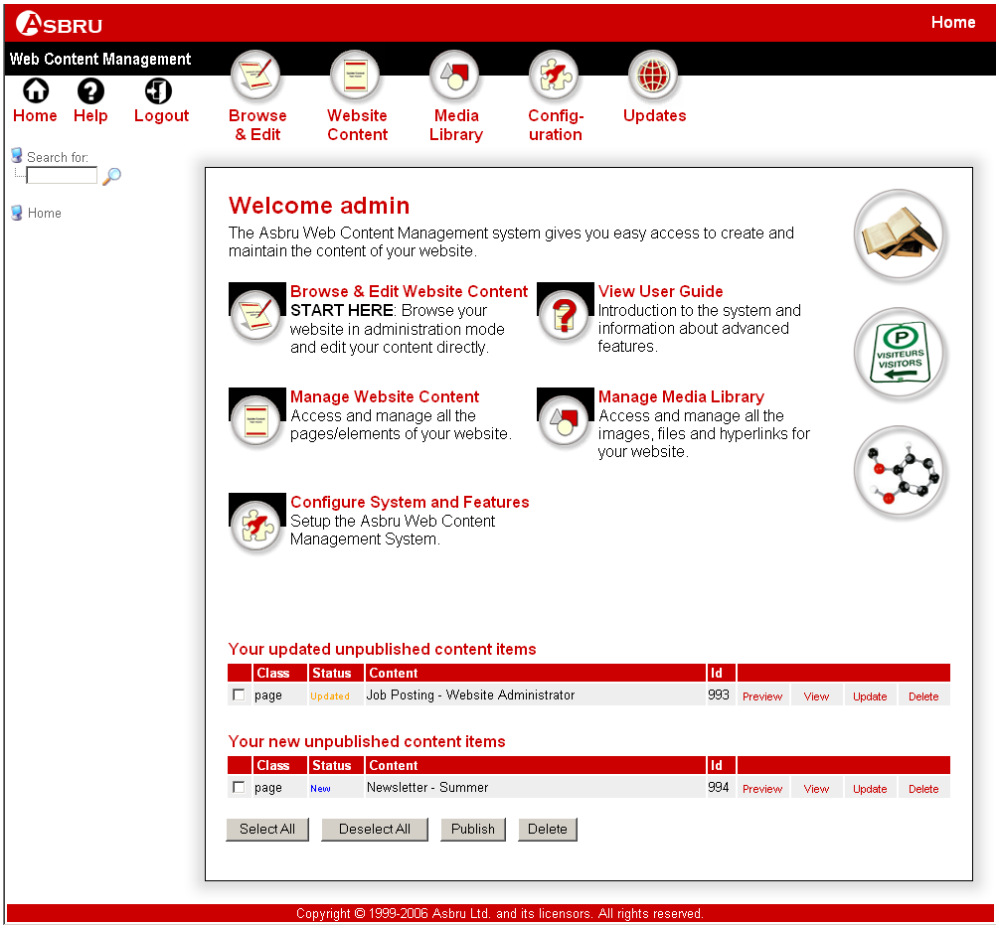
If the Publish – "Enable scheduled expiration" feature is enabled, an additional Expire By input field is added to your content editor pages. Use this additional input field to specify if and when you want to unpublish your content automatically at the specified date and time. Use the button next to the input field to access a calendar to select the expiration date and time. Use this feature to unpublish time-limited messages and special offers etc. at specific times.

The Publish By and Expire By dates and times must be specified using the date/time format: "YYYY-MM-DD hh:mm" where "YYYY" is the four digit year, "MM" is the two digit month number (01-12), "DD" is the two digit day of the month number (01-31), "hh" is the two digit hour (00-23), and "mm" is the two digit minute (00-59).



3.6.6 Personal Workspace with Publishing

If the Publish – "Manual – on/off by default" feature is enabled, an additional Personal Workspace section listing new and updated content items, which you have access permissions to publish, will be displayed at the bottom of the web content management system's main administration page ("Home"). This gives you easy access to content items, which you may need to publish.



3.6.7 Related Features

In relation to the publishing feature you may also want to enable the content revision history feature and/or the access restrictions features. Please see 3.8 Content Revision History and 3.17 Administrator Permissions and Workflow for details.

3.7 Archiving Content for Backup and Change Log/Audit Trail

As default the Asbru Web Content Management system is configured to simply apply changes to your content when you save and publish it. However, you may want to keep copies of your old content as you make changes to it. You may want to keep copies of your old content as a backup, which you can restore if needed and/or as a change log/audit trail to track the content of and changes to your website. You can also compare different copies of your content to see exactly what was changed when. This is possible by enabling content archiving.

3.7.1 Archiving Configuration

Select the Configuration – Features – Archiving menu item to access the Archiving configuration. Select your preferred Archiving option and Save to configure the Archiving feature:

- None
  Will not archive your content.

- Manual – On By Default
  Will archive your content as default when you Save, but you can select not to archive when you Save.

- Manual – Off By Default
  Will not archive your content as default when you Save, but you can select to archive when you Save.

- Automatic On Save
  Will always automatically archive your content when you Save.

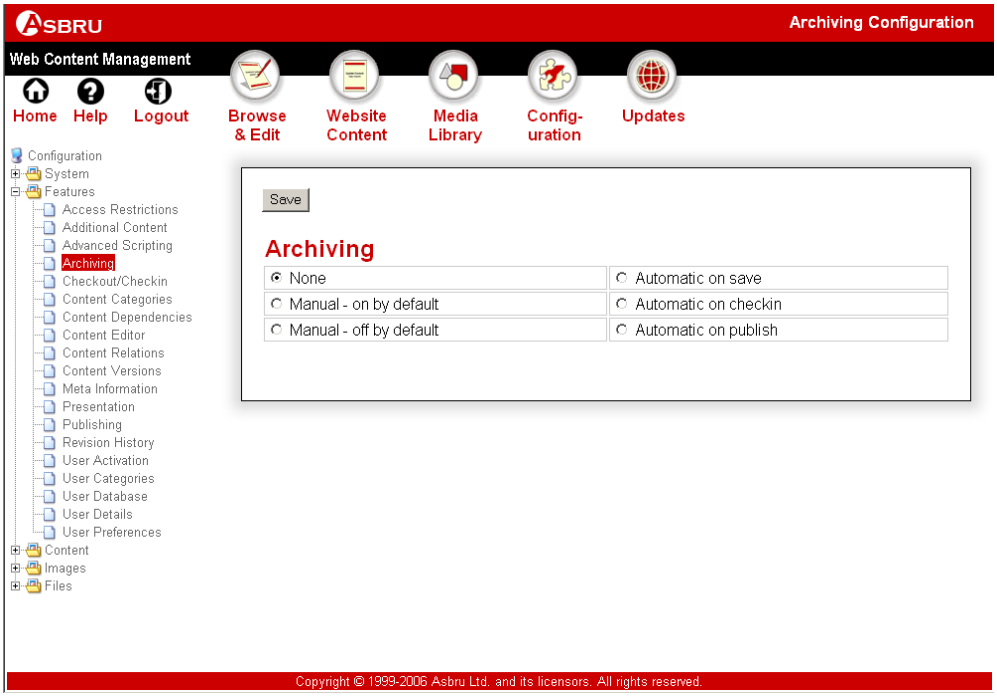
- Automatic On Checkin
  Will always automatically archive your content when you Checkin. Please see 3.16 Content Checkout and Checkin for details.

- Automatic On Publish
  Will always automatically archive your content when you Publish. Please see 3.6 Staging, Previewing and Publishing Content for details.

Use the Automatic On Save option to track all published as well as unpublished changes to your website content.

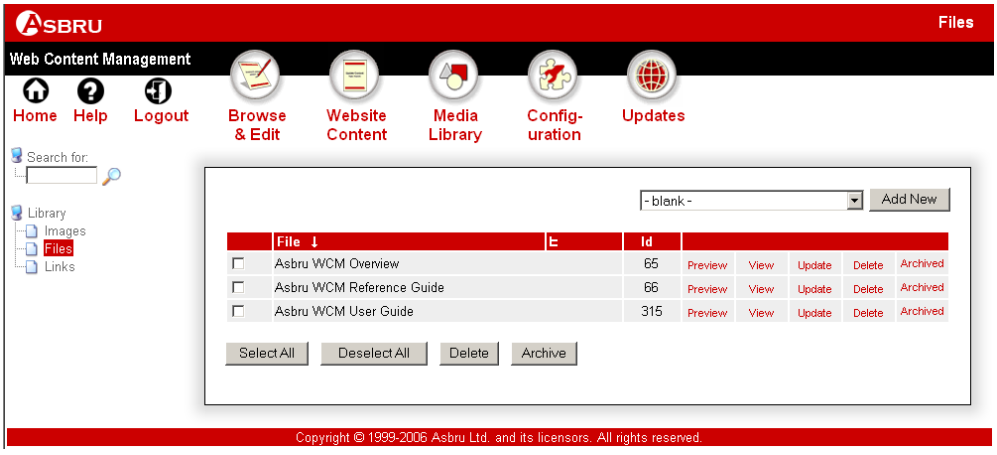
Use the Automatic On Checkin option to track all committed changes by different website administrators.

Use Automatic On Publish option to track all published changes to your website content.



3.7.2 Content Administration with Archiving

If the Archiving feature is enabled, an additional column with Archived links and an Archive button are added to your content administration pages. Select a number of content items and the Archive button to archive copies of the selected content items. Select the Archived link for each of your content items to list and manage any archived copies of that content (Please see 3.7.4 Viewing and Managing Archived Content for details).



3.7.3 Archiving and Restoring Content

If the Archiving – Manual or Automatic feature is enabled, additional Compare and Restore buttons and a list of copies of the content are added to your content editor pages. Select a copy of your content and Compare to view differences between the current copy and the selected

copy of your content. Select a copy of your content and Restore to view/edit the selected copy of your content. You can select one of the following:

- Current Content ("- current content -")
  Your current content from the staging/work area. Please see 3.6 Staging, Previewing and Publishing Content for details.

- Published Content ("- published content -")
  The currently published content on your website.

- Archived Content (listed with its date, time and username)
  Archived copies of your content.

Please note that the selected restored content is not actually restored unless you Save. When you save a restored copy of the content, the content is saved as the new current content – the old archived copy of the content remains unchanged.

If the Archiving – Manual feature is enabled, an additional Archive checkbox is also added to your content editor pages. Use this additional checkbox to select if you want to archive your content when you Save or not:

- If the Archive checkbox is checked your content will be archived when you Save.

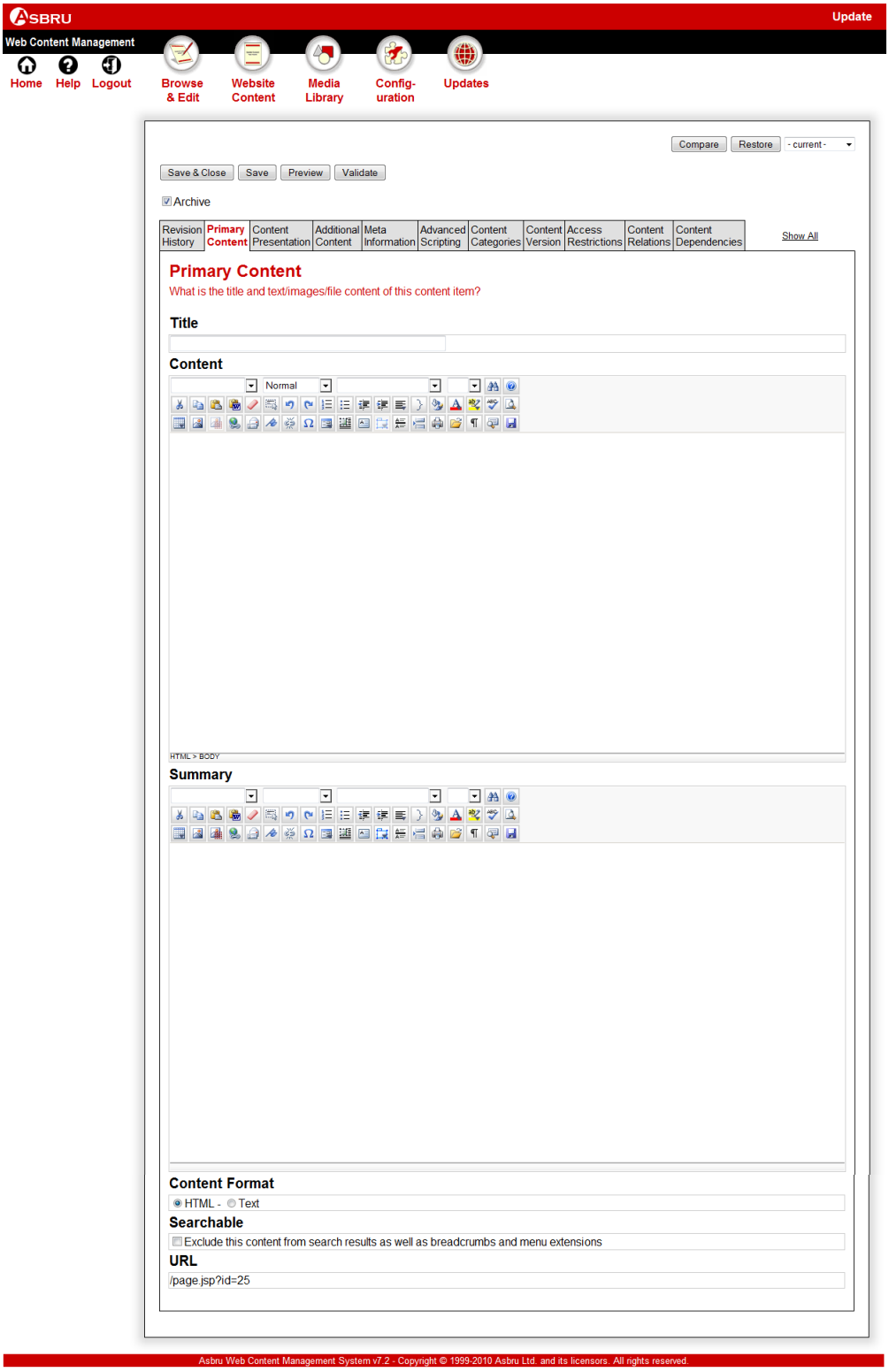
- If the Archive checkbox is unchecked your content will not be archived when you Save.

If the "Manual – on by default" feature is enabled, the Archive checkbox will be checked as default when you open the content editor pages. If the "Manual – off by default" feature is enabled, the Archive checkbox will be unchecked as default when you open the content editor pages.

If the Archiving – "Automatic on save" feature is enabled, your content will always be archived when it is saved. There will be no option to unselect archiving when saving.

If the Archiving – "Automatic on checkin" feature is enabled, your content will always be archived when it is checked in.

If the Archiving – "Automatic on publish" feature is enabled, your content will always be archived when it is published.


ASBRU
Update
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Config-uration
Updates
Compare
Restore
- current -
Save & Close
Save
Preview
Validate
Archive
Revision History
Primary Content
Content Presentation
Additional Content
Meta Information
Advanced Scripting
Content Categories
Content Version
Access Restrictions
Content Relations
Content Dependencies
Show All
Primary Content
What is the title and text/images/file content of this content item?
Title
Content
Normal
HTML > BODY
Summary
Content Format
HTML - Text
Searchable
Exclude this content from search results as well as breadcrumbs and menu extensions
URL
/page.jsp?id=25
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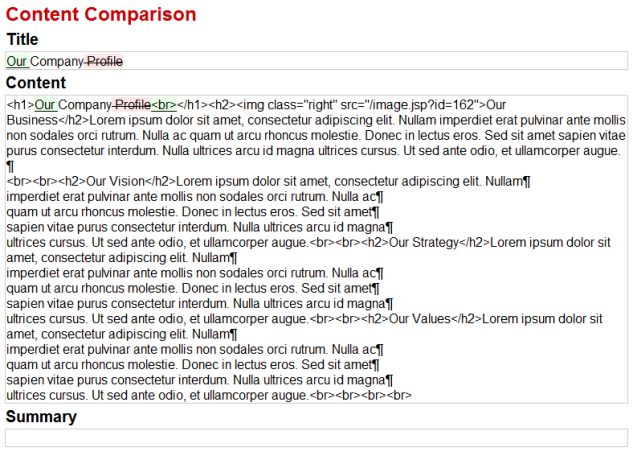
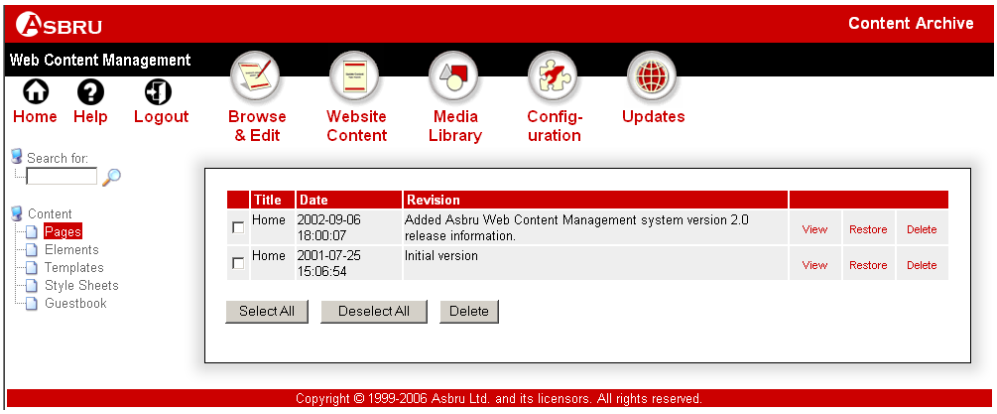


3.7.4 Viewing and Managing Archived Content

If the Archiving feature is enabled, an additional column with Archived links is added to your content administration pages. Select the Archived link for each of your content items to list and manage any archived copies of that content.



Select View, Update and Delete to access and manage your archived content:

- View
  Displays the archived content details.

- Restore
  Restores the archived content to the content editor. Please note that the selected restored content is not actually restored unless you Save it.

- Delete
  Deletes the archived copy of your content.

- Select All
  Selects all content items by checking the box next to the left of each content item.

- Deselect All
  Deselects all content items by checking the box next to the left of each content item.

- Delete (selected)
  The Delete (selected) button deletes all content items selected by checking the box to the left of each content item.

3.7.5 Related Features

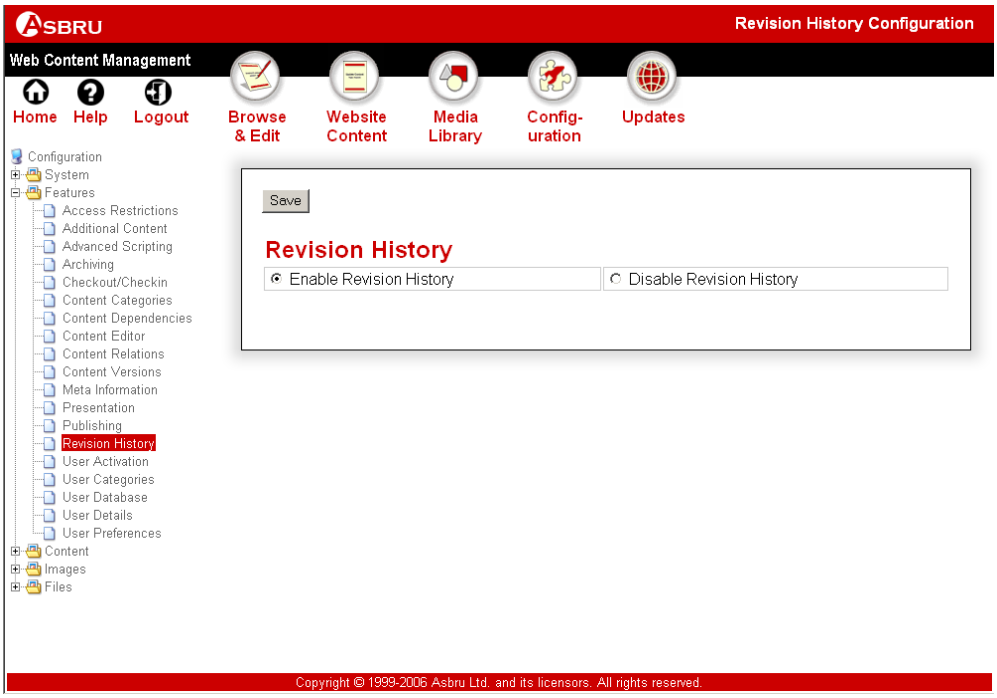
In relation to the archiving feature you may also want to enable the content revision history feature. Please see 3.8 Content Revision History for details.

3.8 Content Revision History

As default the Asbru Web Content Management system does not include revision history information to track and document changes to your website content. However, you may want to add revision history information about what and why content has been changed – especially in relation to the publishing and archiving features.

3.8.1 Revision History Configuration

Select the Configuration – Features – Revision History menu item to access the Revision History configuration. Select Enable Revision History or Disable Revision History and Save to enable/disable the Revision History feature.



3.8.2 Editing Revision History Content

If the Revision History feature is enabled, additional Revision History attributes are added to your content editor pages. Use these additional input fields to create and update the revision history information for the content of your website:

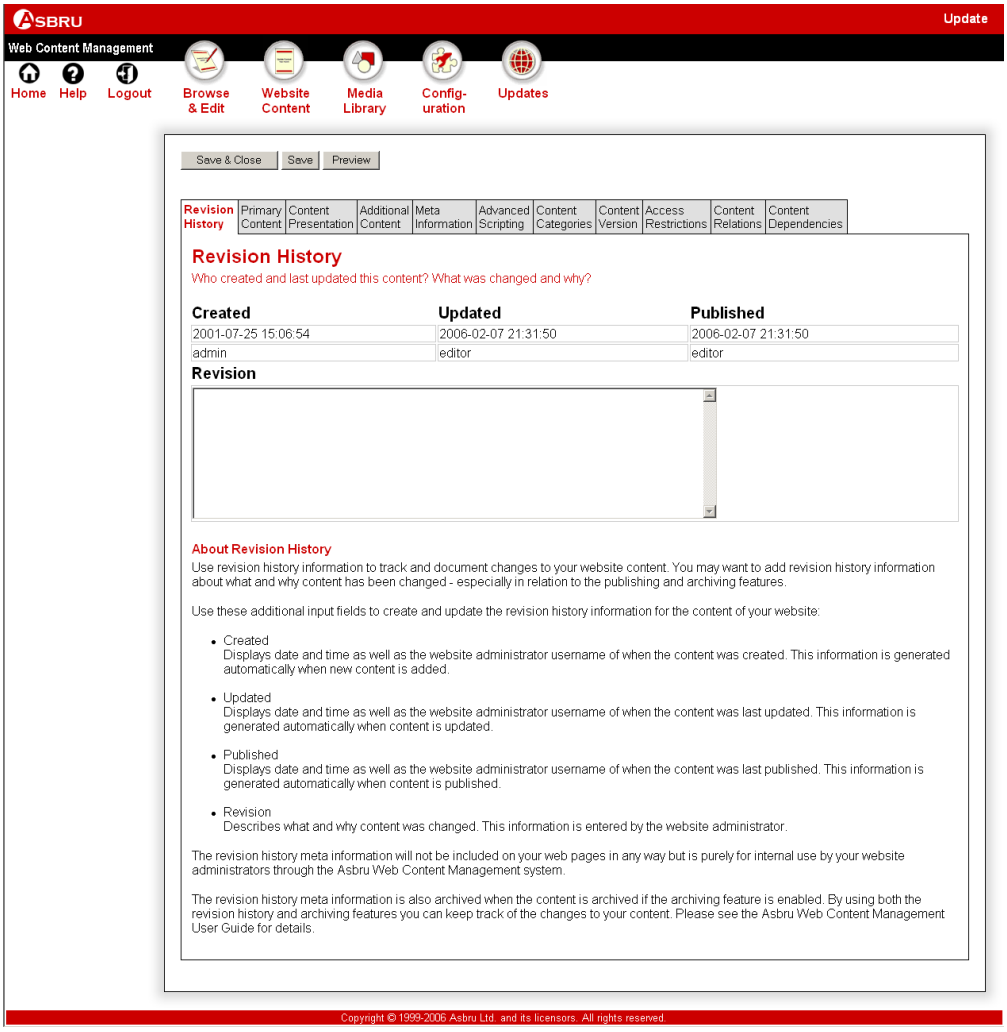
- Created
  Displays date and time as well as the website administrator username of when the content was created. This information is generated automatically when new content is added.

- Updated
  Displays date and time as well as the website administrator username of when the content was last updated. This information is generated automatically when content is updated.

- Published
  Displays date and time as well as the website administrator username of when the content was last published. This information is generated automatically when content is published.

- Revision
  Describes what and why content was changed. This information is entered by the website administrator.

The revision history meta information will not be included on your web pages in any way but is purely for internal use by your website administrators through the Asbru Web Content Management system.



3.8.3 Related Features

The revision history meta information is also archived when the content is archived if the archiving feature is enabled. By using both the revision history and archiving features you can keep track of the changes to your content. Please see 3.7 Archiving Content for Backup and Change Log/Audit Trail for details.

3.9 User Database

As default the Asbru Web Content Management system is configured for public access websites and single website administrator web content management only. This means that all visitors to your website have access to your entire website and that you have single user of the Asbru Web Content Management system. However, you may want to restrict access to some of your content to registered visitors, and you may want multiple website administrators to manage your web content via the Asbru Web Content Management system. This is possible by enabling the built-in Asbru Web Content Management user database as well as the access restrictions and multiple administrators features. Please see 3.11 User Access Restrictions and 3.15 Multiple Administrators for details.

3.9.1 User Database Configuration

The Asbru Web Content Management system can use its own internal user database to store user details for access restrictions etc. Alternatively, an external Directory Server (LDAP) can be used to lookup user details for access restrictions etc.

The internal user database is managed through a user database administration section in the web content management system. An external directory server must be managed through external directory server administration software/services.

Select the Configuration – Features – User Database menu item to access the User Database configuration.

Select Enable User Database or Disable User Database and Save to enable/disable the internal User Database feature. No other configuration is necessary for the internal user database.

Select Enable User Directory and Save to enable the external Directory Server feature. To use an external directory server its connection details must be configured:

- URL
  The Directory Server URL including the protocol, server address and optionally server port number to be used to connect to the directory server - for example: "ldap://localhost:389/"

- Bind DN
  The Distinguished Name to be used to connect/bind to the directory server - for example: "uid=admin, ou=Administrators, ou=TopologyManagement, o=NetscapeRoot"

- Bind Password
  The password to be used for the Distinguished Name to connect/bind to the directory server.

- Root DSE
  The directory server root entry - for example: "dc=asbrusoft,dc=com"

- Username
  The directory server attribute name used for usernames - for example: "uid".

To use an external directory server its attribute names used for the various user details used by the web content management system must also be configured. The same attribute names can be used for multiple attributes. All of these attributes are not required. You only need to configure directory server attribute names for the user details you want to use:

- User Details
  - Name
    The directory server attribute name used for a user's name - for example: "cn".

  - Organisation
    The directory server attribute name used for a user's organisation - for example: "o".

  - Email
    The directory server attribute name used for a user's email address - for example: "mail".

  - Notes
    The directory server attribute name used for various user notes.

  - User Details - Add New
    Any number of additional user details attributes can be defined by entering a name for the user attribute and selecting Add New. Then a new user details input field for that user attribute will be displayed.

- User Categories
  - Class
    The directory server attribute name used for a user's "class" - for example "objectClass".

  - Class: Administrator
    The directory server attribute value used for "administrator" class users - for example "inetadmin".

  - Group
    The directory server attribute name used for a user's "group" - for example "memberOf".

  - Type
    The directory server attribute name used for a user's "type" - for example "objectClass".

- Home / Invoice Details
  - Name
    The directory server attribute name used for a user's home/invoice name.

  - Address
    The directory server attribute name used for a user's home/invoice address.

  - Postal/Zip Code
    The directory server attribute name used for a user's home/invoice postal/zip code.

  - City
    The directory server attribute name used for a user's home/invoice city.

  - State
    The directory server attribute name used for a user's home/invoice state.

  - Country
    The directory server attribute name used for a user's home/invoice country.

  - Phone
    The directory server attribute name used for a user's home/invoice phone

number.

- Fax
  The directory server attribute name used for a user's home/invoice fax number.

- Email
  The directory server attribute name used for a user's home/invoice email address.

- Work / Delivery Details
  - Name
    The directory server attribute name used for a user's work/delivery name.

  - Address
    The directory server attribute name used for a user's work/delivery address.

  - Postal/Zip Code
    The directory server attribute name used for a user's work/delivery postal/zip code.

  - City
    The directory server attribute name used for a user's work/delivery city.

  - State
    The directory server attribute name used for a user's work/delivery state.

  - Country
    The directory server attribute name used for a user's work/delivery country.

  - Phone
    The directory server attribute name used for a user's work/delivery phone number.

  - Fax
    The directory server attribute name used for a user's work/delivery fax number.

  - Email
    The directory server attribute name used for a user's work/delivery email address.

- Payment Details
  - Card Type
    The directory server attribute name used for a user's payment details card type.

  - Card Number
    The directory server attribute name used for a user's payment details card number.

  - Card Issued
    The directory server attribute name used for a user's payment details card issued

date.

- Card Expiry
  The directory server attribute name used for a user's payment details card expiry date.

- Name On Card
  The directory server attribute name used for a user's payment details card name.

- CVC
  The directory server attribute name used for a user's payment details card CVC code.

- Issue Number
  The directory server attribute name used for a user's payment details card issue number.

- Postal/Zip Code
  The directory server attribute name used for a user's payment details card postal/zip code.

- Administrator Preferences
  - Content Editor
    The directory server attribute name used for a user's content editor administrator preference. The attribute value should be blank, "HardCore", "HardCore1", "HardCore2" or "textarea".

  - Image upload
    The directory server attribute name used for a user's image upload administrator preference. The attribute value should be blank or "yes".

  - HTML format
    The directory server attribute name used for a user's image upload administrator preference. The attribute value should be blank, "html" or "xhtml".

  - Input field size
    - Width
      The directory server attribute name used for a user's input field size width administrator preference.

    - Height
      The directory server attribute name used for a user's input field size height administrator preference.

  - Output On Enter Key
    - Enter
      The directory server attribute name used for a user's output on enter key administrator preference.

    - Ctrl+Enter
      The directory server attribute name used for a user's output on

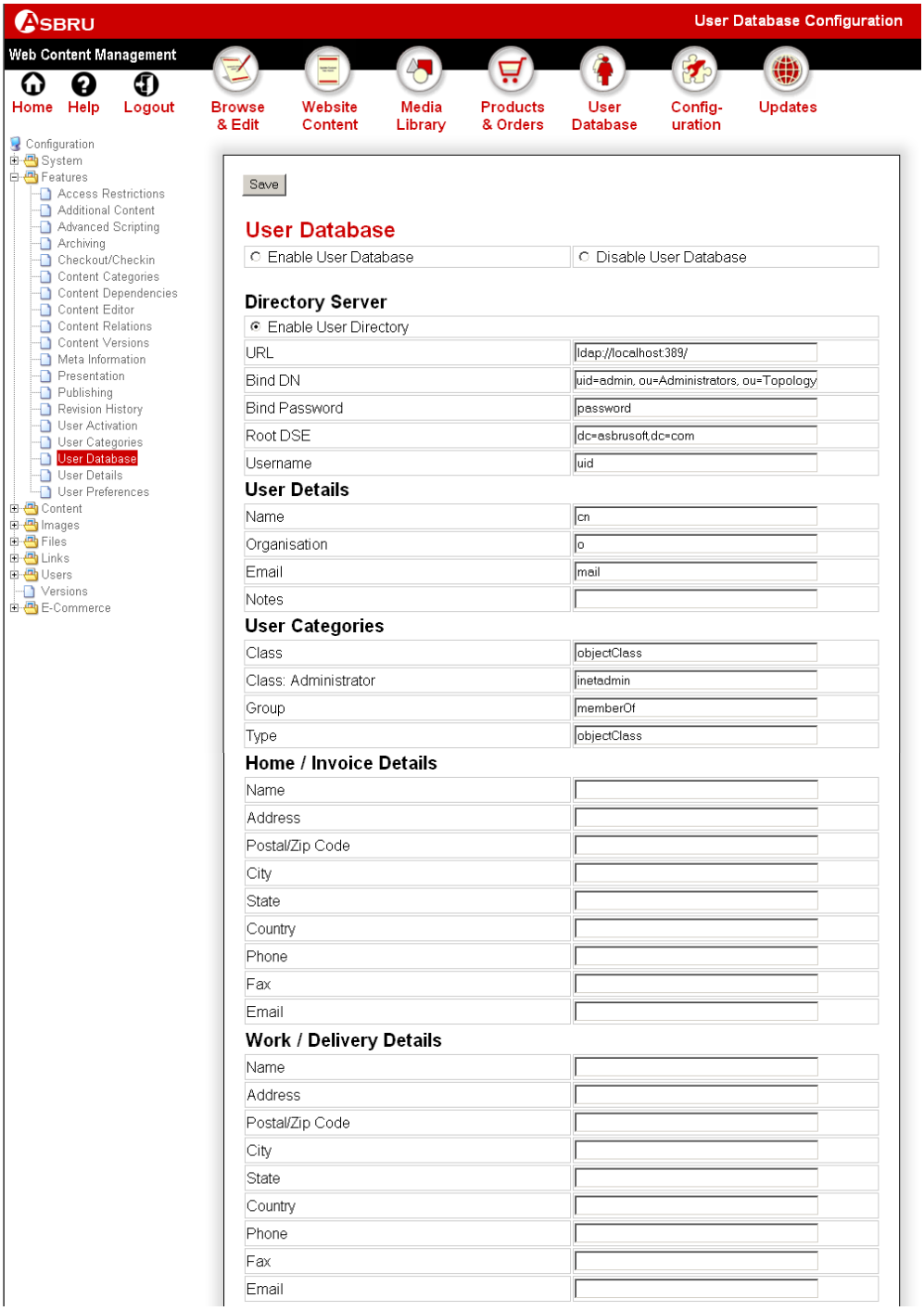
ctrl+enter key administrator preference.

- Shift+Enter
  The directory server attribute name used for a user's output on shift+enter key administrator preference.

- Alt+Enter
  The directory server attribute name used for a user's output on alt+enter key administrator preference.

- Toolbar
  The directory server attribute names used for a user's toolbar administrator preferences. The attribute values should be the toolbar button names used by the web content management system separated by spaces. (Please see 3.20.1 Content Editor Configuration for details).

- Hide Administration Sections And Menus
  The directory server attribute names used for a user's administration sections and menus administrator preferences. The attribute values should be blank or "forbid".

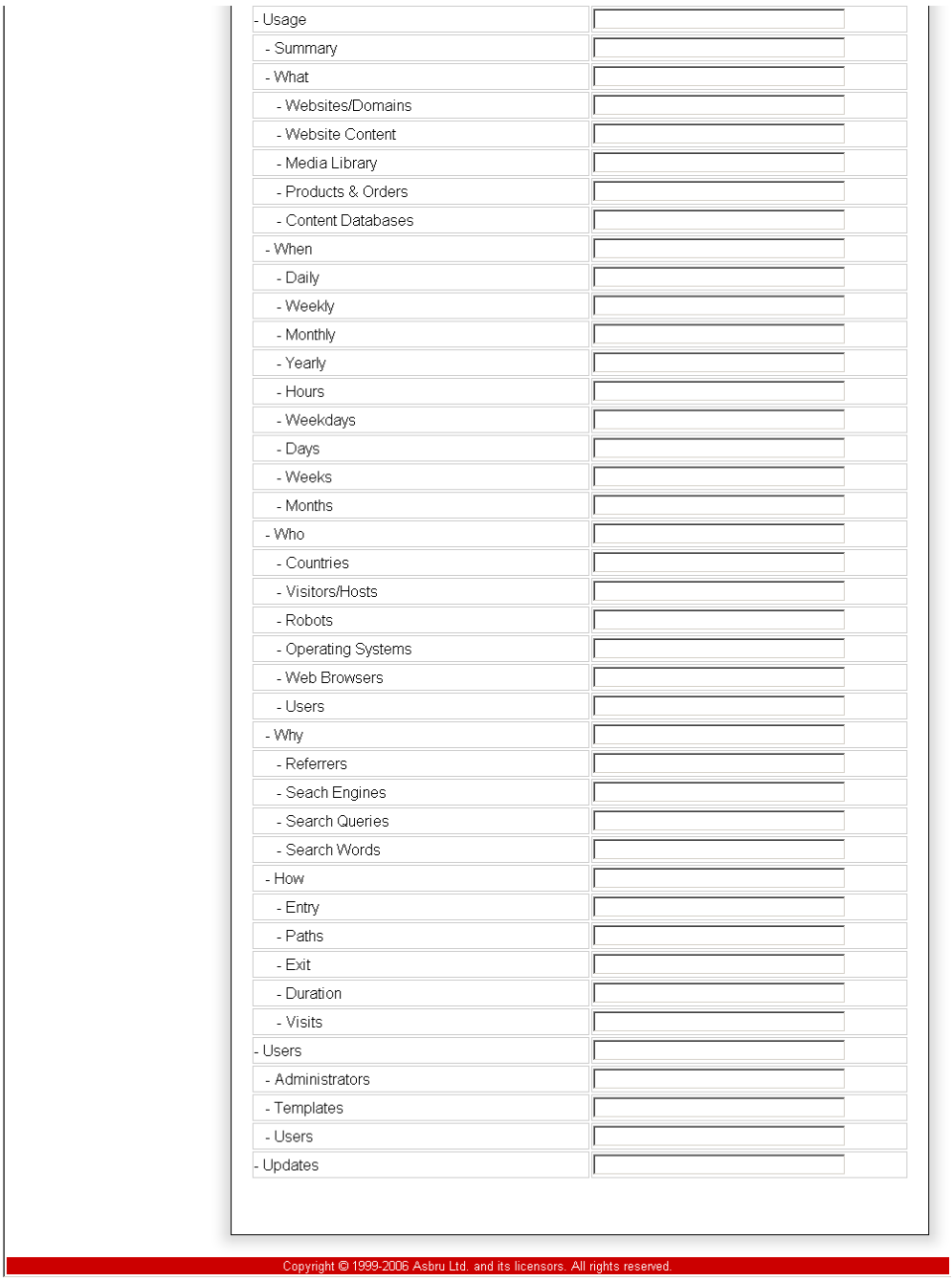

ASBRU
User Database Configuration
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Products & Orders
User Database
Config-uration
Updates
Configuration
System
Features
Access Restrictions
Additional Content
Advanced Scripting
Archiving
Checkout/Checkin
Content Categories
Content Dependencies
Content Editor
Content Relations
Content Versions
Meta Information
Presentation
Publishing
Revision History
User Activation
User Categories
User Database
User Details
User Preferences
Content
Images
Files
Links
Users
Versions
E-Commerce
Save
User Database
Enable User Database
Disable User Database
Directory Server
Enable User Directory
URL
ldap://localhost:389/
Bind DN
uid=admin, ou=Administrators, ou=Topology
Bind Password
password
Root DSE
dc=asbrusoft,dc=com
Username
uid
User Details
Name
cn
Organisation
o
Email
mail
Notes
User Categories
Class
objectClass
Class: Administrator
inetadmin
Group
memberOf
Type
objectClass
Home / Invoice Details
Name
Address
Postal/Zip Code
City
State
Country
Phone
Fax
Email
Work / Delivery Details
Name
Address
Postal/Zip Code
City
State
Country
Phone
Fax
Email

Payment Details

Card Type	
Card Number	
Card Issued	
Card Expiry	
Name On Card	
CVC	
Issue Number	
Postal/Zip Code	

Administrator Preferences

Content Editor	
Image upload	
HTML format	
Input field size	
- Width:	
- Height:	
Output on Enter key	
- Enter:	
- Ctrl+Enter:	
- Shift+Enter:	
- Alt+Enter:	
Toolbar	
- Toolbar 1	
- Toolbar 2	
- Toolbar 3	
- Toolbar 4	
- Toolbar 5	
Hide Administration Sections And Menus	
- Browse & Edit	
- Content	
- Pages	
- Elements	
- Templates	
- Style Sheets	
- Guestbook	
- Library	
- Images	
- Files	
- Links	
- E-Commerce	
- Products	
- Orders	
- Databases	
- Content	
- Export	
- Import	

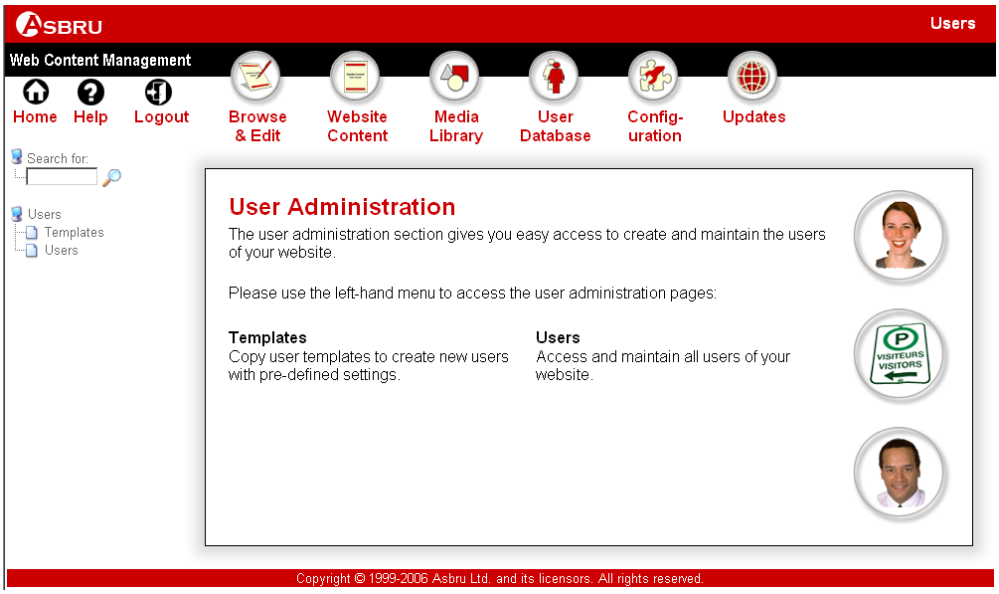


3.9.2 User Administration

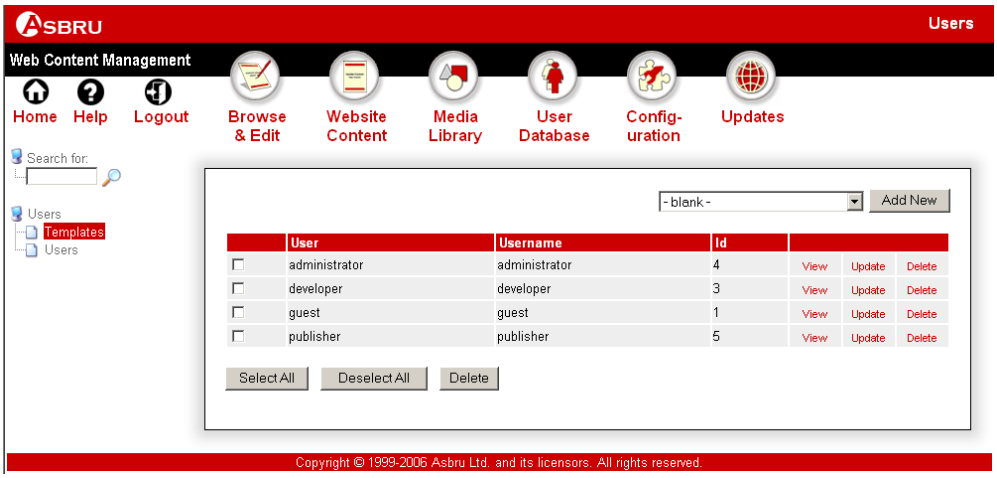
If the User Database feature is enabled, an additional User Database link is added to the toolbar on all the Asbru Web Content Management administration web pages. Select the User Database link in the toolbar to access the User Administration pages.

The main page of the User Administration section gives you access to manage the Users through the left-hand menu item:

- Search For - finds all users matching the enter search words.
- Templates - lists users without passwords.
  Users without passwords cannot login but can be used to define different user templates, which can be copied to add new users.
- Users - lists all users in the user database.



The common functionality for the User Administration pages is described in this section. Please see the relevant advanced web content management sections for details about optional user administration features.



3.9.2.1 Index

The main page is an index listing all the relevant users ordered by username with links for each user as described in the following sections.

3.9.2.1.1 List paged

Users are always ordered alphabetically by the username. Select the First, Previous, Next, Last and page number links or use the scrollbar to browse through the users.

All text may not be visible in the default width columns. The full text is displayed by the web browser when the cursor is held over the text. Alternatively, the column widths can be resized by dragging the space between the column headers left and right.

3.9.2.1.2 List all

Select any of the index listing column heading texts such as User, Username and Id to sort the listed users by the selected column.

3.9.2.2 View

The View link displays the user and its attributes and settings in the Asbru Web Content Management system.

3.9.2.3 Update

The Update link opens the user in the user editor page with access to update the user attributes.

3.9.2.4 Delete

The Delete link displays the user and gives access to confirm to delete the user.

3.9.2.5 Add New

Finally, the index listing includes access to create new users.

To the right above the user listing an Add New link may be displayed depending on your website administrator permissions. This gives access to create a new blank user.

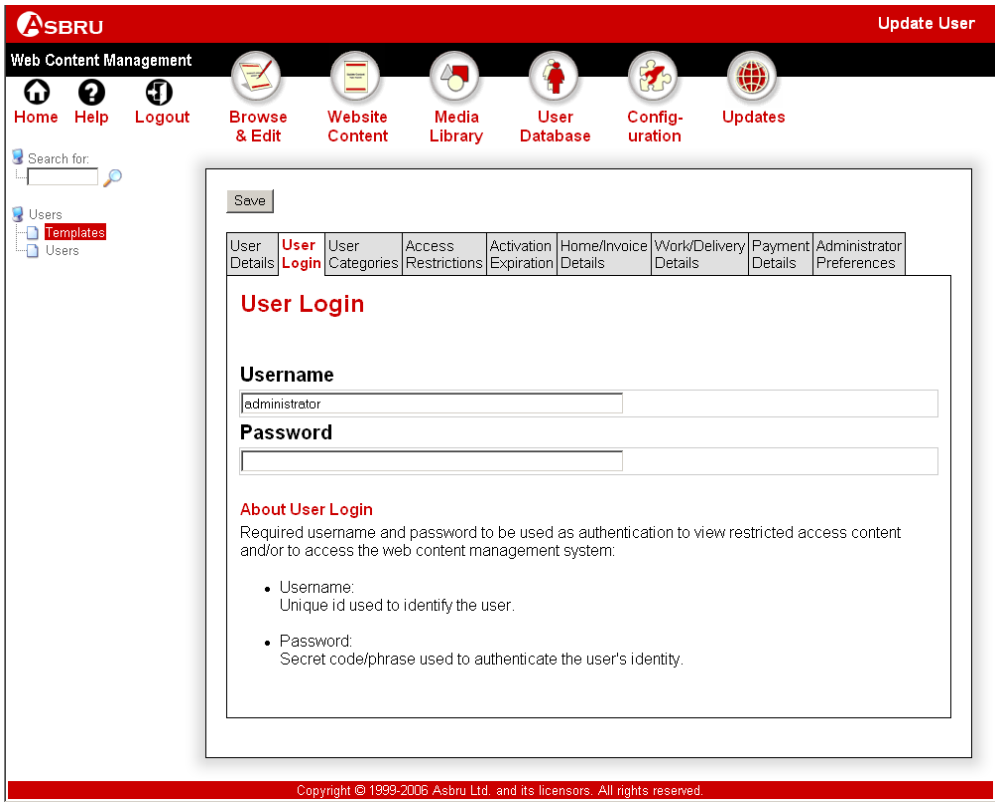
Below the user listing another list of users and an Add New button may be displayed depending on your website administrator permissions. These give access to select an existing user and create a new user as a copy of the selected existing user. You can use this method to add new users to quickly set the correct attributes for your new user.

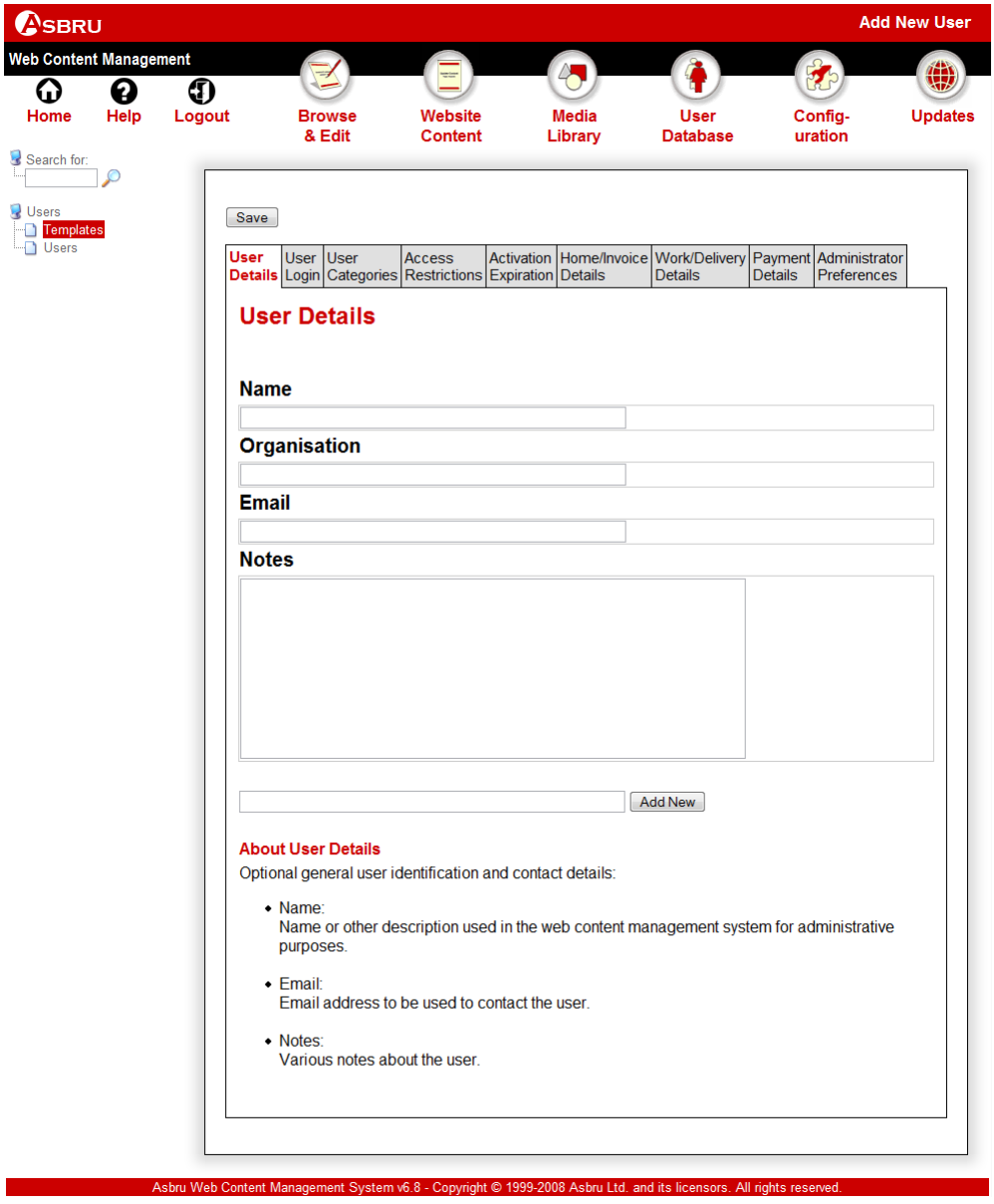
3.9.3 Editing Users

The user editor web page gives you access to create and edit registered users and website administrators of your website. The user editor page is accessible from the user administration pages through the Add New and Update links.

The basic user editor web page includes a User Details block with Name, Email Address and Notes input fields as well as a User Login block with Username and Password input fields. Simply edit the text in the Name, Email, Notes, Username and Password input fields to create/update the user attributes and select Save to store the changes. If you select another link or close your web browser without first selecting Save, any changes you have made will be ignored and no changes will be made to the user.

The user editor web page may also include other blocks with other user attributes and settings if you have enabled any of the other optional advanced web content management features of the Asbru Web Content Management system. Please see 3 Advanced Web Content Management for details.

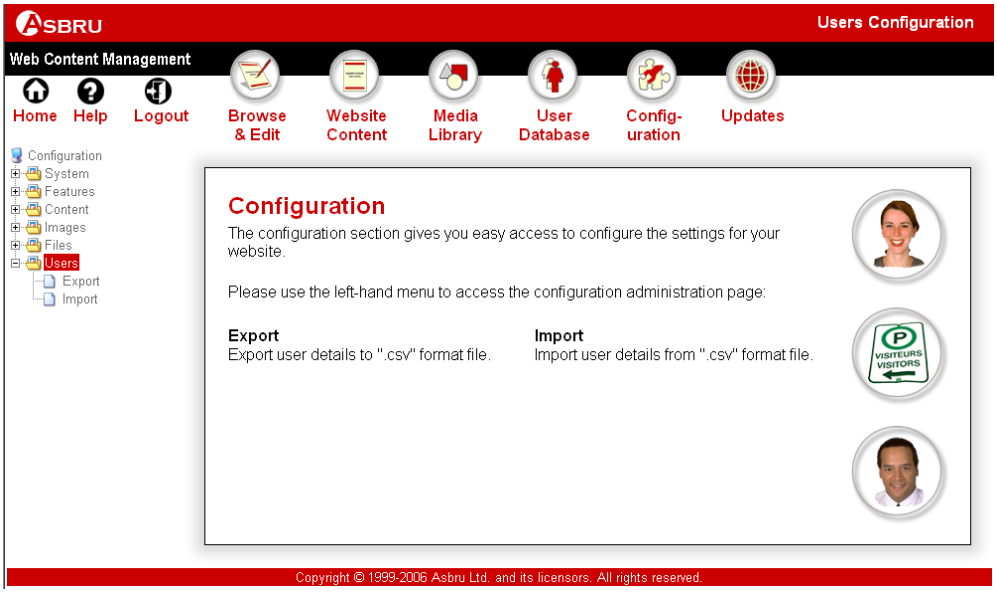




3.9.4 User Database Synchronization

You may have an existing user database and your user details such as passwords may change frequently. It may not be practical or possible to move your entire user database and administration to the Asbru Web Content Management system or to update both your existing user database and the users in the Asbru Web Content Management system.

To make it easy to synchronize the user details between your existing user database and the users in the Asbru Web Content Management system you can export/import the user details from/into the Asbru Web Content Management system.

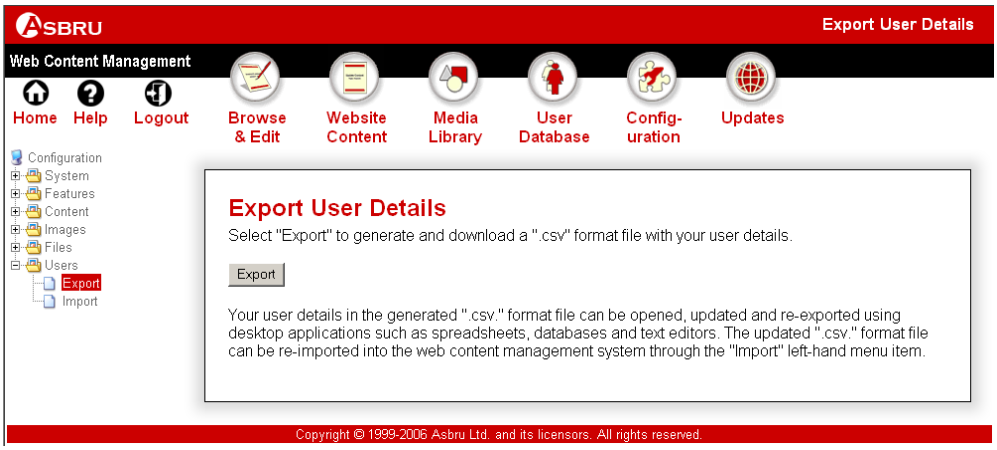


3.9.4.1 Export User Details

Select the Configuration – Users - Export menu item link to access the Export User Details administration.

Select “Export” to extract your current user details from the Asbru Web Content Management system and to download them as a .csv format file.

The downloaded .csv format file can be opened and edited using spreadsheet desktop applications, and it can be imported by database applications.



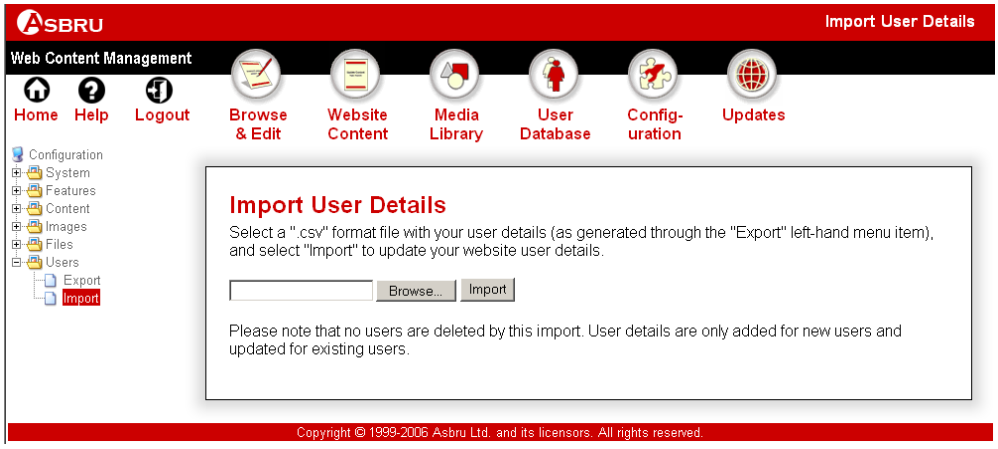
3.9.4.2 Import User Details

Select the Configuration – Users - Import menu item link to access the Import User Details administration.

Select a .csv format file (as exported through the Export User Details functionality) from your local computer and select “Import” to upload and import it into the Asbru Web Content

Management system. Any added user details in the imported .csv format file are added and any updated user details in the imported .csv format file are updated in the Asbru Web Content Management system through the import.

Please note that no users are deleted by the import. User details are only added for new users and updated for existing users. Users must be deleted through the user database administration.



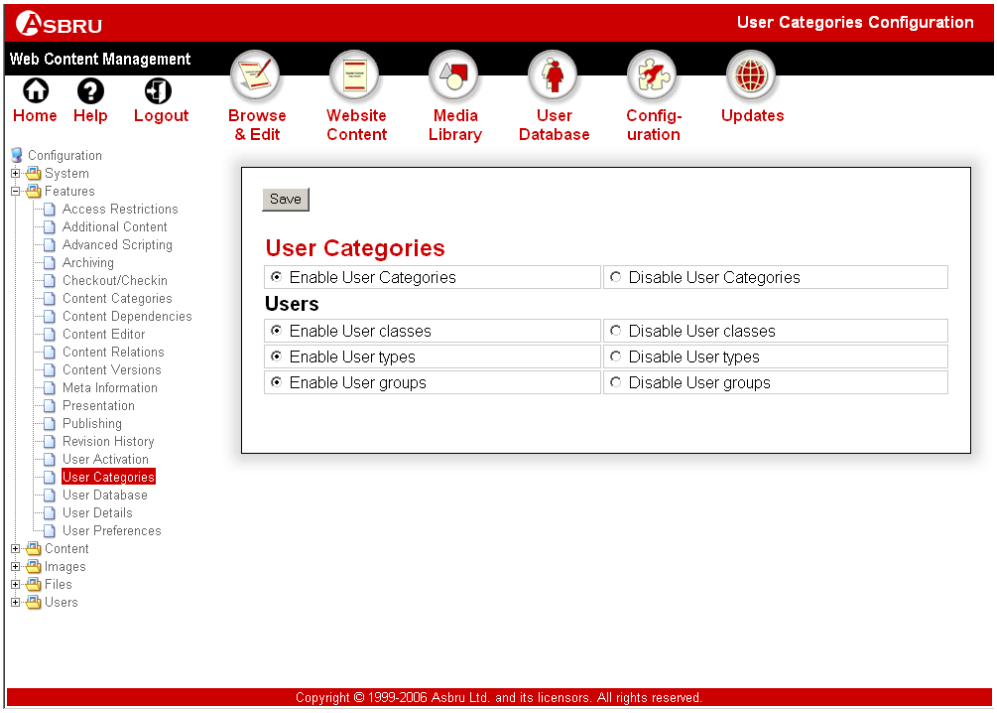
3.10 Organising Many Users and Multiple Groups and Types

The basic user database simply includes a list of users. If you have a large number of users it may be necessary or at least more convenient and efficient to organise your users into user groups and/or types. You may also need to give different groups and/or types of users different permissions to access different content of your website.

The Asbru Web Content Management system use the terms Groups and Types for generic user categories. You can define any groups and types you need to suit your requirements. Groups and Types do not have any special meaning in the Asbru Web Content Management system but are simply a way to divide your users into smaller and easier managed categories of users.

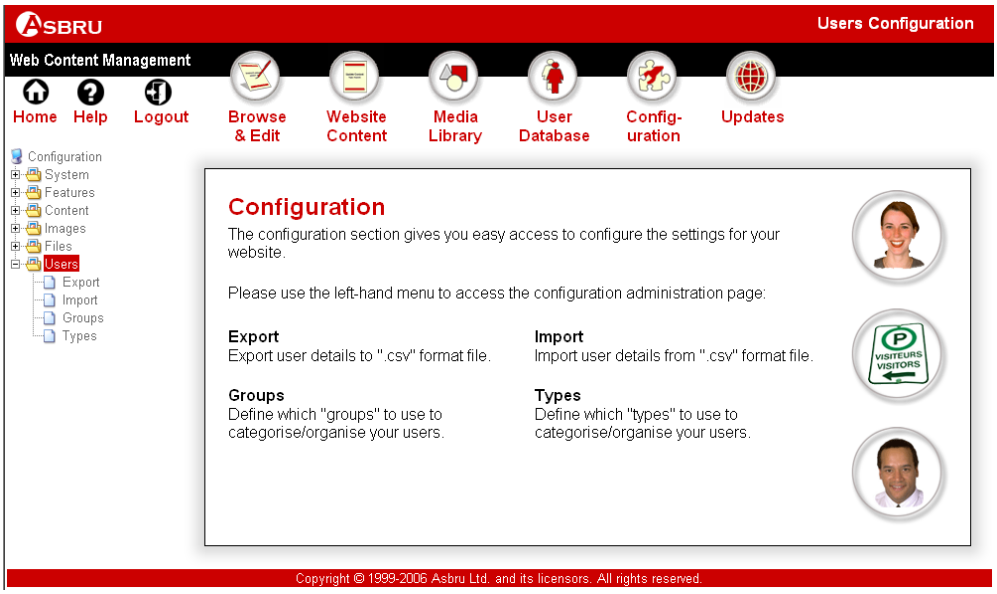
3.10.1 User Categories Configuration

Select the Configuration – Features – User Categories menu item to access the User Categories configuration. Select Enable User Categories or Disable User Categories and Save to enable/disable the User Categories feature. Also, select Enable or Disable User Types and/or Groups to enable/disable groups and types for users. Please see 3.15 Multiple Administrators for details on the User Classes option.



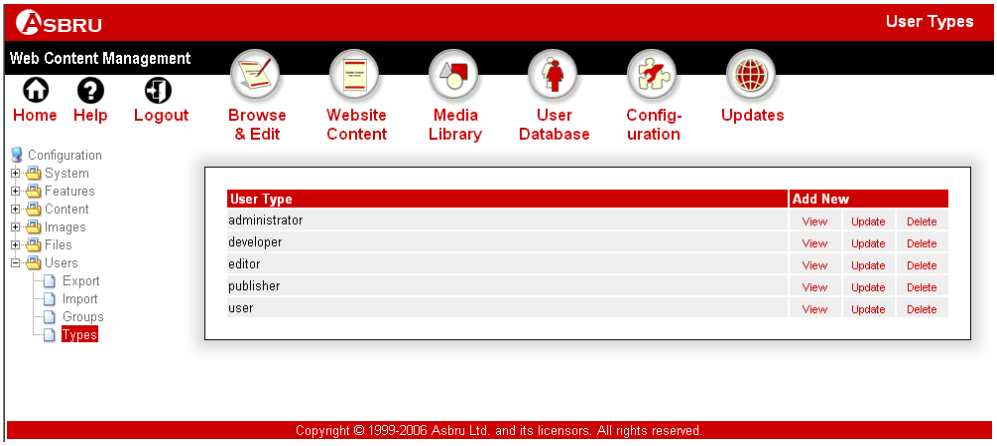
If the User Categories features are enabled you can also configure which groups and types to use for your website.

Select the Configuration – Users menu item to access the User configuration. Depending on your User Categories configuration Groups and Types menu items will be available.



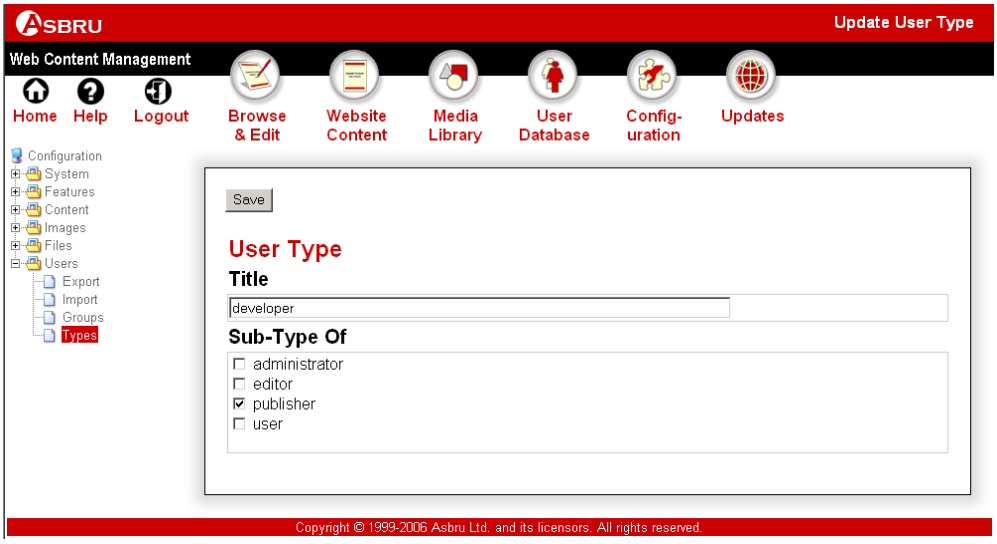
3.10.2 User Types Configuration

If the User Categories – User Types feature is enabled, select the Configuration – Users – Types menu item to access the User Types configuration. Your currently defined user types are listed. Select Add New, View, Update and Delete to define your user types.



User Types can be defined to have other user types as Sub-Types meaning that all users of the given user type are also automatically to be considered as being of the defined user sub-types.

For example, if the “developer” user type is defined to have the “publisher” user type as a sub-type then all “developer” users are also considered to be “publisher” users with the same access permissions as actual “publisher” users.

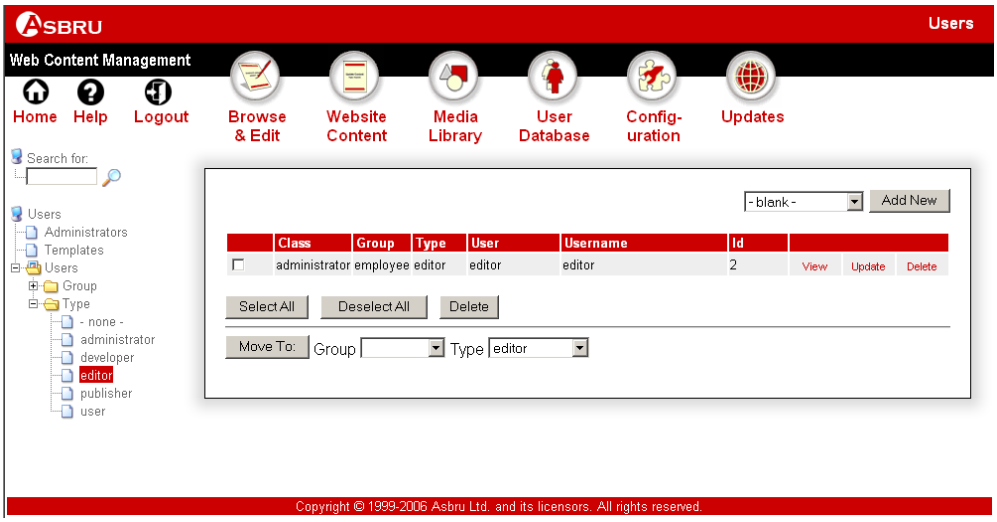


3.10.3 User Administration With User Types

If the User Categories – User Types feature is enabled, the user administration pages give you additional User – Type menu items to access and manage your users of each type. Selecting one of the Type menu items will only list users of the selected type making it faster and easier

to handle a large number of users. Selecting the Users menu item still list all your users. The user lists include a column displaying each user's type.

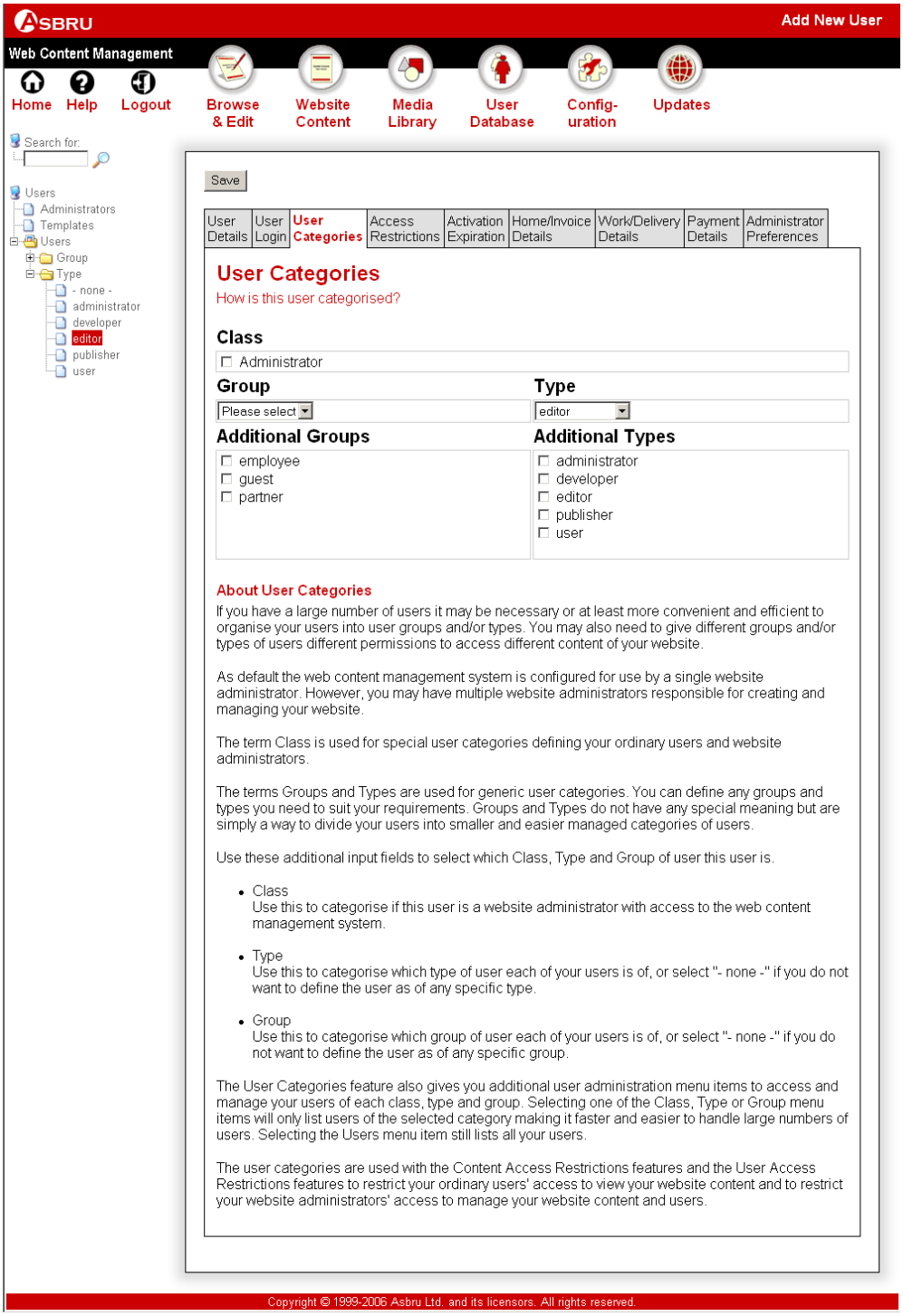
The user lists also include a Move To button and a Type list, which can be used to move selected users to another type. Only users for which the website administrator has Administrator access permissions can be moved. Selected users for which the website administrator does not have Administrator access permissions are ignored and the users are not moved.



3.10.4 Editing User Types

If the User Categories – User Types feature is enabled, the user editor pages also give you an additional User Definition – Type attribute. Use this Type attribute to categorise which type of user each of your users is of, or select "- none -" if you do not want to define the user as of any specific type.

The user can also be defined as being of any other additional type of user by selecting the Additional Types attributes.


ASBRU
Add New User
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
User Database
Config-uration
Updates
Search for:
Users
Administrators
Templates
Users
Group
Type
- none -
administrator
developer
editor
publisher
user
Save
User Details
User Login
User Categories
Access Restrictions
Activation Expiration
Home/Invoice Details
Work/Delivery Details
Payment Details
Administrator Preferences
User Categories
How is this user categorised?
Class
Administrator
Group
Please select
Type
editor
Additional Groups
employee
guest
partner
Additional Types
administrator
developer
editor
publisher
user
About User Categories
If you have a large number of users it may be necessary or at least more convenient and efficient to organise your users into user groups and/or types. You may also need to give different groups and/or types of users different permissions to access different content of your website.
As default the web content management system is configured for use by a single website administrator. However, you may have multiple website administrators responsible for creating and managing your website.
The term Class is used for special user categories defining your ordinary users and website administrators.
The terms Groups and Types are used for generic user categories. You can define any groups and types you need to suit your requirements. Groups and Types do not have any special meaning but are simply a way to divide your users into smaller and easier managed categories of users.
Use these additional input fields to select which Class, Type and Group of user this user is.
Class
Use this to categorise if this user is a website administrator with access to the web content management system.
Type
Use this to categorise which type of user each of your users is of, or select "- none -" if you do not want to define the user as of any specific type.
Group
Use this to categorise which group of user each of your users is of, or select "- none -" if you do not want to define the user as of any specific group.
The User Categories feature also gives you additional user administration menu items to access and manage your users of each class, type and group. Selecting one of the Class, Type or Group menu items will only list users of the selected category making it faster and easier to handle large numbers of users. Selecting the Users menu item still lists all your users.
The user categories are used with the Content Access Restrictions features and the User Access Restrictions features to restrict your ordinary users' access to view your website content and to restrict your website administrators' access to manage your website content and users.
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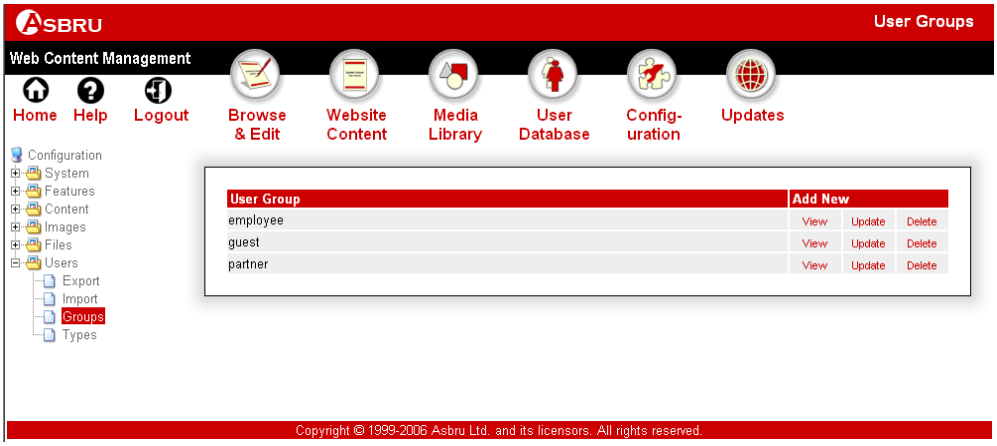
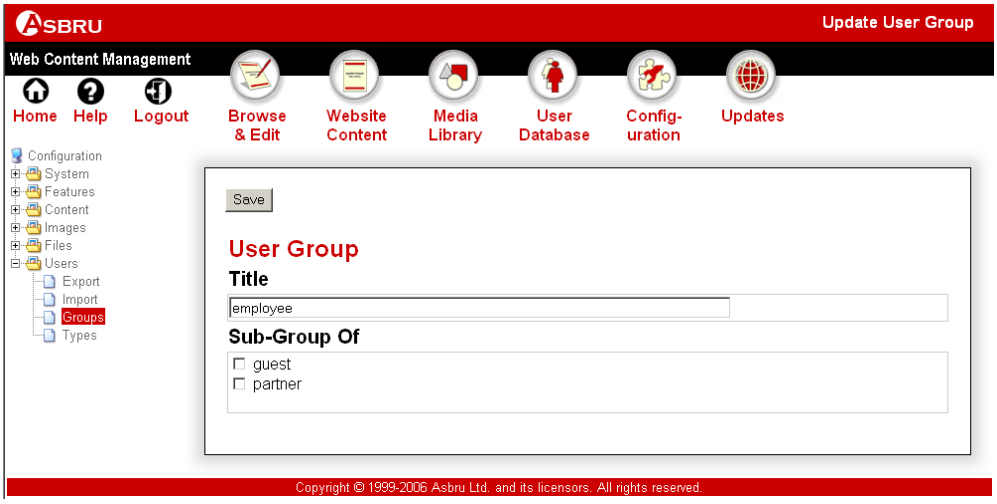
3.10.5 User Groups Configuration

If the User Categories – User Groups feature is enabled, select the Configuration – Users – Groups menu item to access the User Groups configuration. Your currently defined user groups are listed. Select Add New, View, Update and Delete to define your user group.



User Groups can be defined to have other user groups as Sub-Groups meaning that all users of the given user group are also automatically to be considered as being of the defined user sub-groups.

For example, if the “employee” user group is defined to have the “partner” user group as a sub-group then all “employee” users are also considered to be “partner” users with the same access permissions as actual “partner” users.

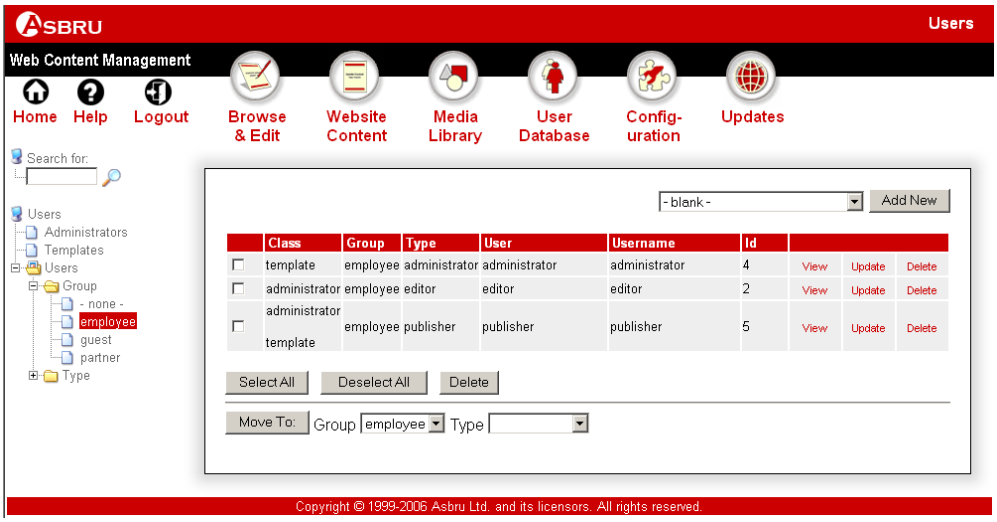


3.10.6 User Administration With User Groups

If the User Categories – User Groups feature is enabled, the user administration pages give you additional User – Group menu items to access and manage your users of each group. Selecting one of the Group menu items will only list users of the selected group making it

faster and easier to handle a large number of users. Selecting the Users menu item still lists all your users. The user lists include a column displaying each user's group.

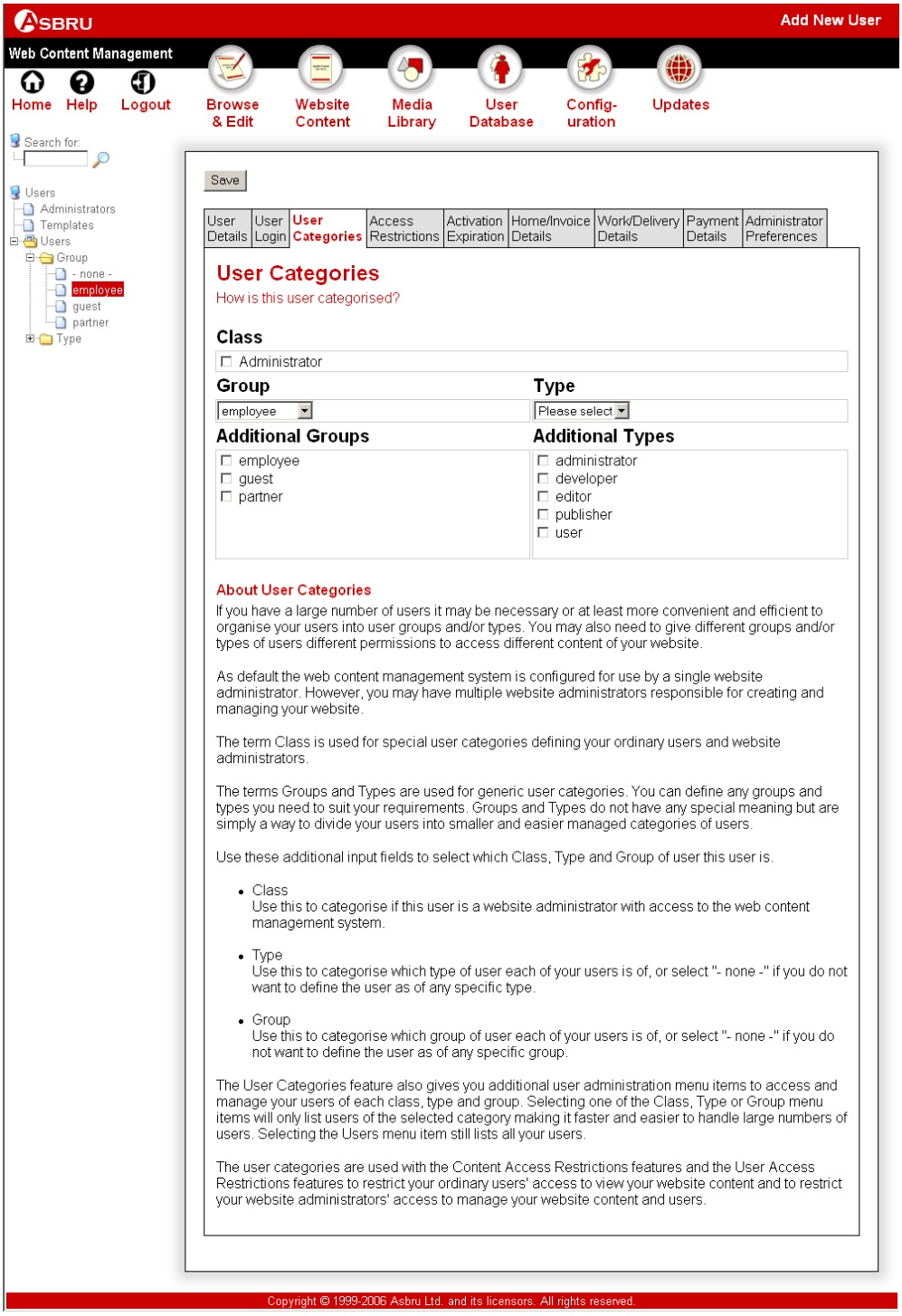
The user lists also include a Move To button and a Group list, which can be used to move selected users to another group. Only users for which the website administrator has Administrator access permissions can be moved. Selected users for which the website administrator does not have Administrator access permissions are ignored and the users are not moved.



3.10.7 Editing User Groups

If the User Categories – User Groups feature is enabled, the user editor pages also give you an additional User Definition – Group attribute. Use this Group attribute to categorise which group of user each of your users is of, or select "- none -" if you do not want to define the user as of any specific group.

The user can also be defined as being of any other additional group of user by selecting the Additional Groups attributes.



3.11 User Access Restrictions

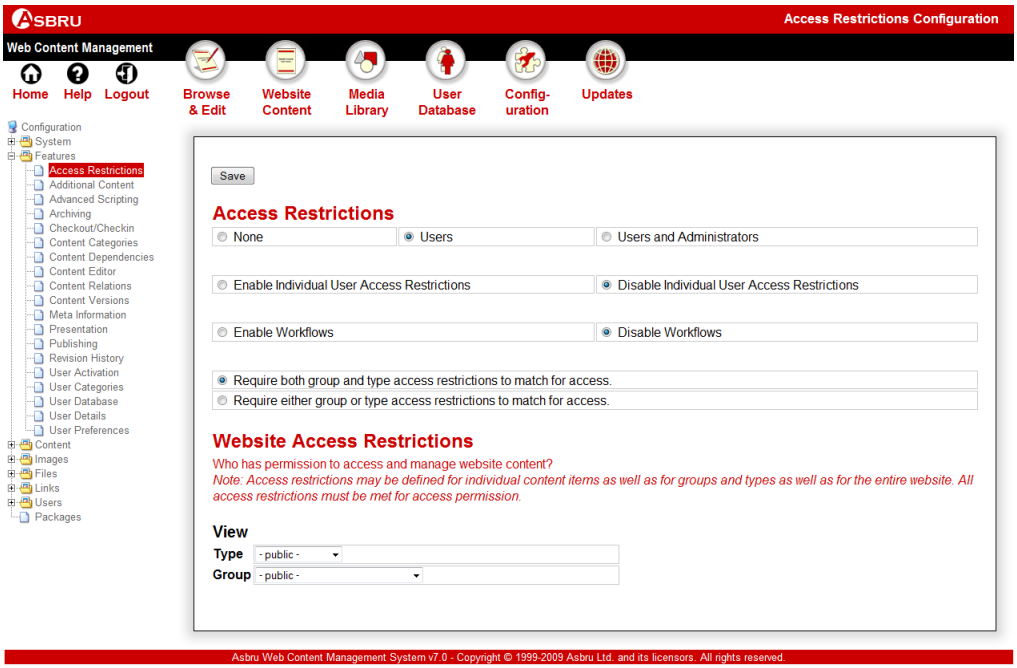
As default all published content on your website is publicly available to all your website visitors. However, you may want to restrict access to some of your content to specific

registered users such as customers, partners and employees. This is possible by enabling the user access restrictions.

The User Database feature must also be enabled to use the User Access Restrictions feature. Please see 3.9 User Database for details.

3.11.1 User Access Restrictions Configuration

Select the Configuration – Features – Access Restrictions menu item to access the Access Restrictions configuration. Select Users and Save to enable the Access Restrictions feature. Access restrictions can also be applied to website administrators. Please see 3.15 Multiple Administrators and 3.17 Administrator Permissions and Workflow for details.



Access restrictions can restrict access to general categories of users and to specific user groups and user types (if the User Categories features are enabled) as well as to individual users if this feature is enabled.

If the Access Restrictions – Users or Users and Administrators feature is enabled, and if the User Categories feature and both the User Types and User Groups User Categories features have been enabled (Please see 3.10 Organising Many Users and Multiple Groups and Types for details.), as default users must meet both user type and user group access restrictions to access content. However, for advanced user and administrator access restrictions this may be changed to only require users to meet either the user type or the user group access restrictions to access content.

- Require both group and type access restrictions to match for access
  Users and administrators must be of both the defined access restriction group and the defined access restriction type to access content.
  This is the default configuration option and this should always be selected unless you

specifically need the either/or access restrictions functionality, or unauthorized users/administrators may be able to access restricted content.

- Require either group or type access restrictions to match for access
  Users and administrators only need to be of the defined access restriction group or the defined access restriction type to access content.
  This configuration option should only be selected if you specifically need the either/or access restrictions functionality, or unauthorized users/administrators may be able to access restricted content.

As default all website visitors have access to all website content. Alternatively, website wide access restrictions can be configured to require all website visitors to be registered as users and to login to access any content on the website. You may want to do this temporarily while developing a new website or permanently for a members only website or for an intranet/extranet website.

Access restrictions may be defined for the entire website (here on the access restrictions configuration page) as well as for individual content items as well as for content groups and/or types (Please see 3.11.3 Basic Content Categories User Access Restrictions for details). Users must meet all access restrictions for a content item as well as its content group and content type as well as the website access restrictions.

If the Access Restrictions – Users or Users and Administrators feature is enabled and the User Categories feature is enabled (Please see 3.10 Organising Many Users and Multiple Groups and Types for details.), additional Access Restrictions Type and/or Group attributes are added to your access restrictions configuration page. Use these additional input fields to define which type and/or group of registered users have access to view the website content:

- Public (“- public -“)
  All visitors to your website including anonymous users, logged in and not logged in registered users and website administrators have access to view the content.

- Restricted (“- restricted -“)
  Only registered users in your user database have access to view the content. Users are required to login using their username and password to view the content.

- Specific Type/Group
  Only registered users of the selected user type/group have access to view the content. Users are required to login using their username and password to view the content.

If both the User Types and User Groups User Categories features have been enabled, users must meet both access restrictions to view the content:

- If User Type is defined as Public and User Group is defined as Restricted, users are required to login using their username and password.

- If User Type is defined as Public and User Group is defined as a specific group, users are required to login using their username and password and they must be of the specified group.

- If User Type is defined as a specific type and User Group is defined as a specific group, users are required to login using their username and password and they must be of both the specified type and the specified group.

3.11.2 Basic User Access Restrictions

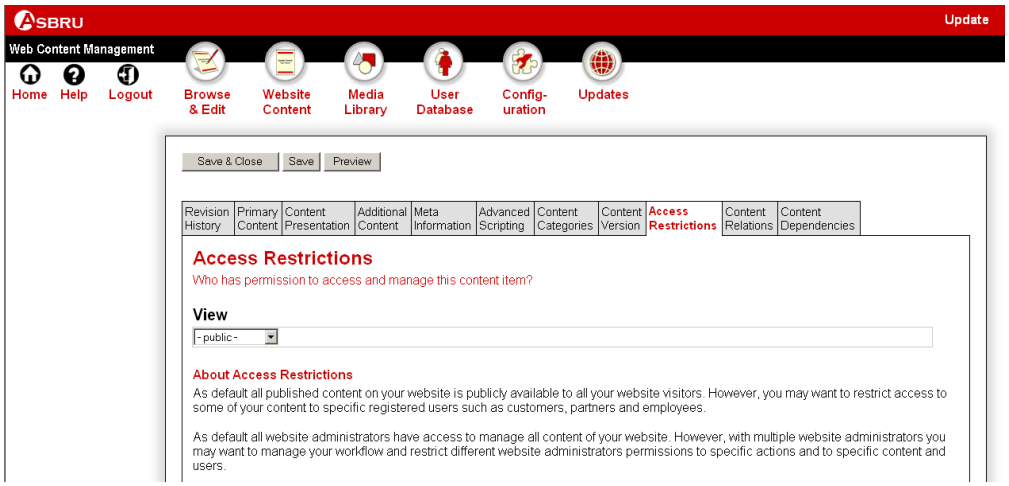
If the Access Restrictions – Users or Users and Administrators feature is enabled, and the User Categories feature is disabled (Please see 3.10 Organising Many Users and Multiple Groups and Types for details.), an additional Access Restrictions attribute is added to your content editor pages. Use this additional input field to define the access restrictions for the content of your website:

- Public ("- public -")
  All visitors to your website including anonymous users, logged in and not logged in registered users and website administrators have access to view this content.

- Restricted ("- restricted -")
  Only registered users in your website user database have access to this content. Users are required to login using their username and password to view the content.

- Creator
  Only the user who created this content has access to view this content.

Access restrictions may be defined for individual content items as well as for content groups and/or types (Please see 3.11.3 Basic Content Categories User Access Restrictions for details) as well as for the entire website (Please see 3.11.1 User Access Restrictions Configuration for details). Users must meet all access restrictions for a content item as well as its content group and content type as well as for the entire website.



3.11.3 Basic Content Categories User Access Restrictions

If the Access Restrictions – Users or Users and Administrators feature is enabled, and the User Categories feature is disabled (Please see 3.10 Organising Many Users and Multiple Groups and Types for details.) and the Content Categories features are enabled (Please see 3.3 Organising Many Pages, Images, Files and Links for details), an additional Access Restrictions attribute is added to your Content / Image / File / Link / Product Types

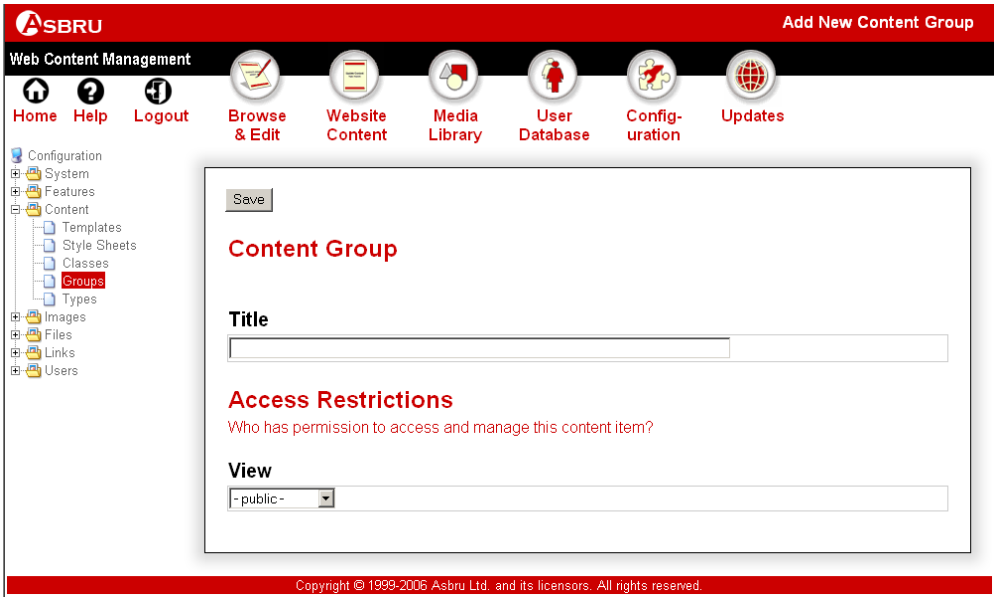
Configuration and Content / Image / File / Link / Product Groups Configuration pages. Use this additional input field to define the access restrictions for the content of your website:

- Public (“- public -“)
  All visitors to your website including anonymous users, logged in and not logged in registered users and website administrators have access to view this content.

- Restricted (“- restricted -“)
  Only registered users in your website user database have access to this content. Users are required to login using their username and password to view the content.

- Creator
  Only the user who created this content has access to view this content.

Access restrictions may be defined for content groups and/or types as well as individual content items (Please see 3.11.2 Basic User Access Restrictions for details) as well as for the entire website (Please see 3.11.1 User Access Restrictions Configuration for details). Users must meet all access restrictions for a content item as well as its content group and content type as well as for the entire website.



3.11.4 Advanced User Access Restrictions

If the Access Restrictions – Users or Users and Administrators feature is enabled and the User Categories feature is enabled (Please see 3.10 Organising Many Users and Multiple Groups and Types for details.), additional Access Restrictions Type and/or Group attributes are added to your content editor pages. Use these additional input fields to define which type and/or group of registered users have access to view the content:

- Public (“- public -“)
  All visitors to your website including anonymous users, logged in and not logged in

registered users and website administrators have access to view the content.

- Restricted ("- restricted -")
  Only registered users in your user database have access to view the content. Users are required to login using their username and password to view the content.

- Creator
  Only the user who created this content has access to view this content.

- Specific Type/Group
  Only registered users of the selected user type/group have access to view the content. Users are required to login using their username and password to view the content.

If both the User Types and User Groups User Categories features have been enabled, users must meet both access restrictions to view the content:

- If User Type is defined as Public and User Group is defined as Restricted, users are required to login using their username and password.

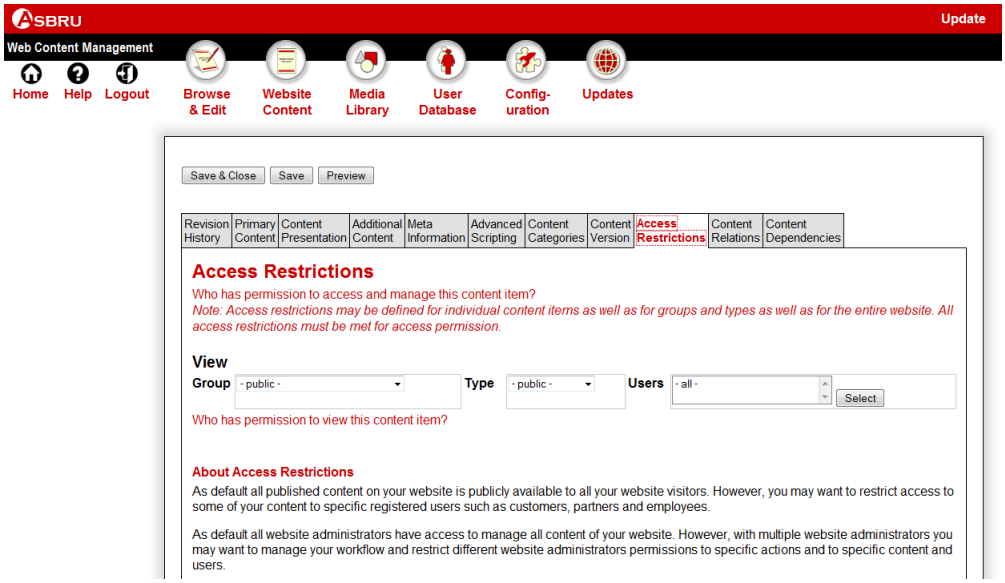
- If User Type is defined as Public and User Group is defined as a specific group, users are required to login using their username and password and they must be of the specified group.

- If User Type is defined as a specific type and User Group is defined as a specific group, users are required to login using their username and password and they must be of both the specified type and the specified group.

If the Access Restrictions - Enable Individual User Access Restrictions feature is enabled, additional Access Restrictions User attributes are added to your content editor pages. These attributes can be used to limit access to individual users.

If both user group/type and individual user access restrictions are defined then must all match. The individual user access restrictions do not give access permission unless the users also match the user group/type access restrictions.

Access restrictions may be defined for individual content items as well as for content groups and/or types (Please see 3.11.5 Advanced Content Categories User Access Restrictions for details) as well as for the entire website (Please see 3.11.1 User Access Restrictions Configuration for details). Users must meet all access restrictions for a content item as well as its content group and content type as well as for the entire website.



3.11.5 Advanced Content Categories User Access Restrictions

If the Access Restrictions – Users or Users and Administrators feature is enabled and the User Categories feature is enabled (Please see 3.10 Organising Many Users and Multiple Groups and Types for details.) and the Content Categories features are enabled (Please see 3.3 Organising Many Pages, Images, Files and Links for details), additional Access Restrictions Type and/or Group attributes are added to your Content / Image / File / Link / Product Types Configuration and Content / Image / File / Link / Product Groups Configuration pages. Use these additional input fields to define which type and/or group of registered users have access to view the content:

- Public ("- public -")
  All visitors to your website have access to view the content.

- Restricted ("- restricted -")
  Only registered users in your user database have access to view the content. Users are required to login using their username and password to view the content.

- Creator
  Only the creator of this content has access to view this content.

- Specific Type/Group
  Only registered users of the selected user type/group have access to view the content. Users are required to login using their username and password to view the content.

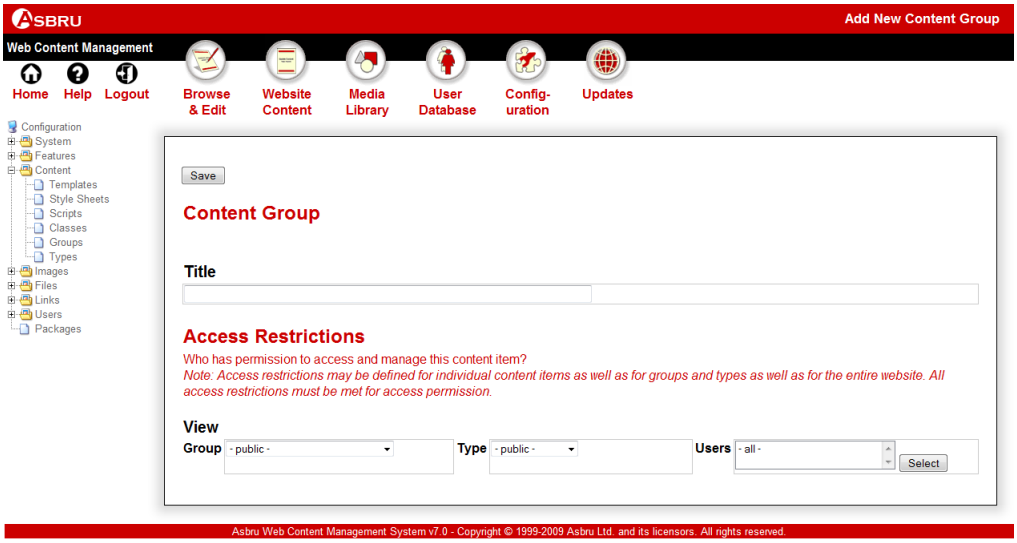
If both the User Types and User Groups User Categories features have been enabled, users must meet both access restrictions to view the content:

- If User Type is defined as Public and User Group is defined as Restricted, users are required to login using their username and password.

- If User Type is defined as Public and User Group is defined as a specific group, users are required to login using their username and password and they must be of the specified group.

- If User Type is defined as a specific type and User Group is defined as a specific group, users are required to login using their username and password and they must be of both the specified type and the specified group.

Access restrictions may be defined for content groups and/or types as well as individual content items (Please see 3.11.4 Advanced User Access Restrictions for details) as well as for the entire website (Please see 3.11.1 User Access Restrictions Configuration for details). Users must meet all access restrictions for a content item as well as its content group and content type as well as for the entire website.

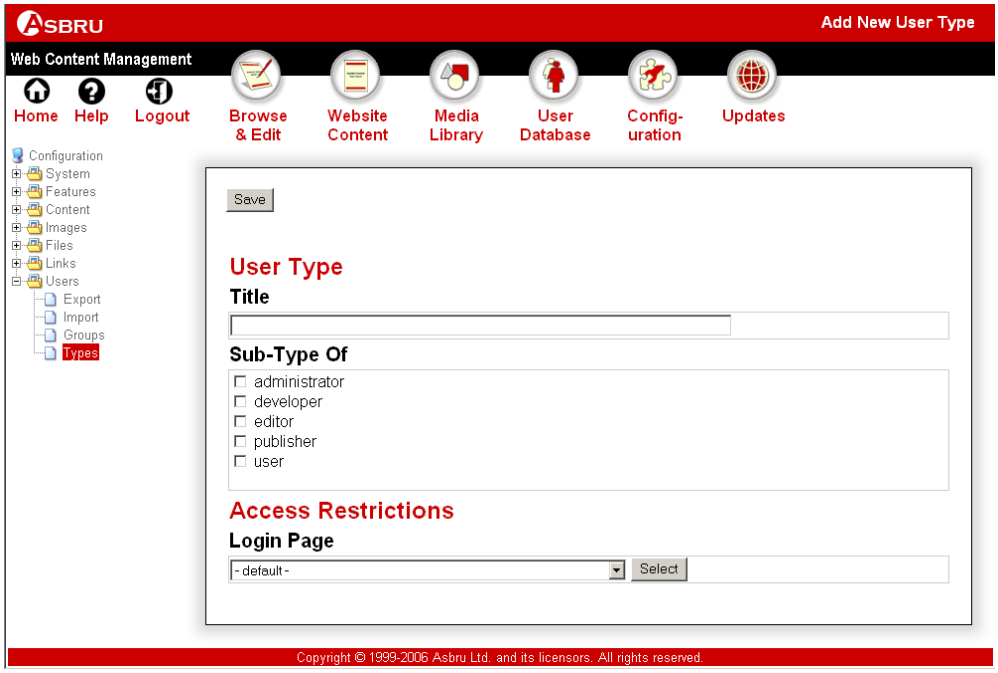


3.11.6 Login Pages

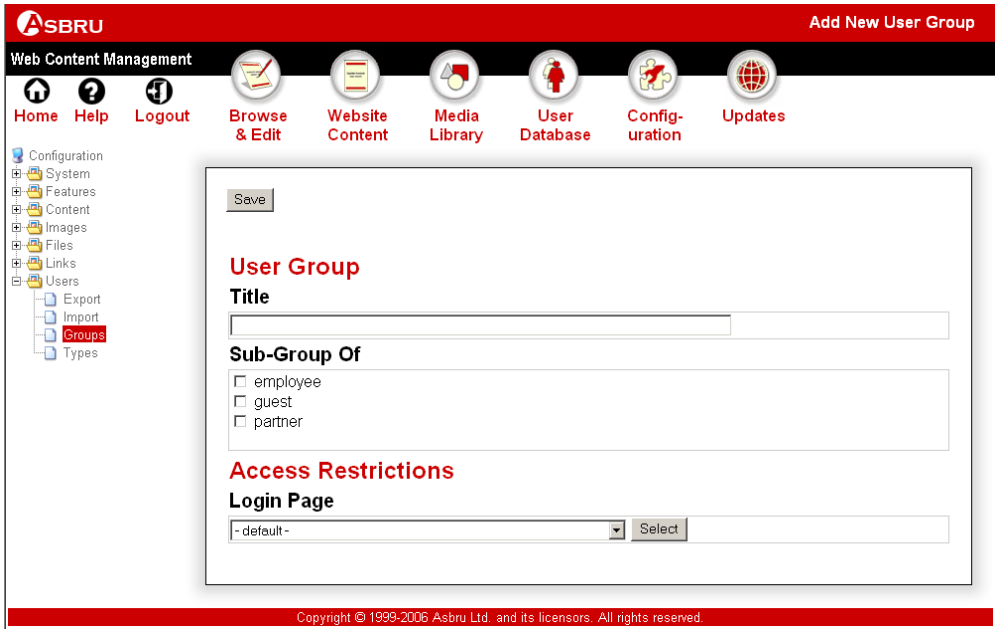
As default all users are asked to login using the Default Login Page as configured for your website (Please see 2.8.1.4.5 Special pages for details). However, you may want to use different login pages for different user groups/types if the User Categories feature is enabled (Please see 3.10 Organising Many Users and Multiple Groups and Types for details).

When the User Access Restrictions feature is enabled, an additional Access Restrictions - Login Page attribute is added to the user group and user type configuration pages. As default Access Restrictions - Login Page attribute is set to "- default -" to use the Default Login Page as configured for your website. Set the Access Restrictions - Login Page attribute to another login page to use that page when website users of this category are asked to login.

Select the Configuration – Users – Types menu item to access the User Types configuration (Please see 3.10.2 User Types Configuration for details).



Select the Configuration – Users – Groups menu item to access the User Groups configuration (Please see 3.10.5 User Groups Configuration for details).



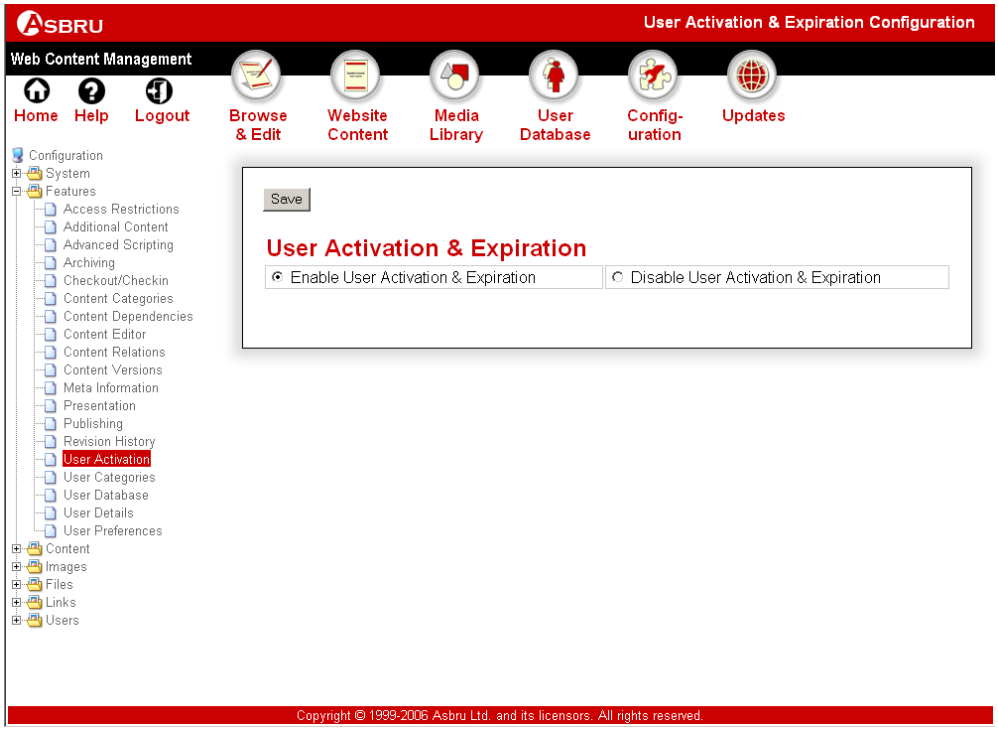
3.12 User Activation and Expiration

As default user accounts are always activated. However, you may want to enable the User Activation feature for time-limited subscription and trial period user accounts and temporary website administrator user accounts etc. User accounts will only be activated and have access

to restricted access content and eventually the web content management system during the specified period of time.

3.12.1 User Activation Configuration

Select the Configuration – Features – User Activation menu item to access the User Activation & Expiration configuration. Select Enable User Activation & Expiration or Disable User Activation & Expiration and Save to enable/disable the User Activation & Expiration feature.



3.12.2 User Administration With User Activation & Expiration

If the User Activation & Expiration feature is enabled, the user administration pages give you additional Status menu items to access and manage your users of different status. Selecting one of the Status menu items will only list users of the selected status making it faster and easier to handle a large number of users:

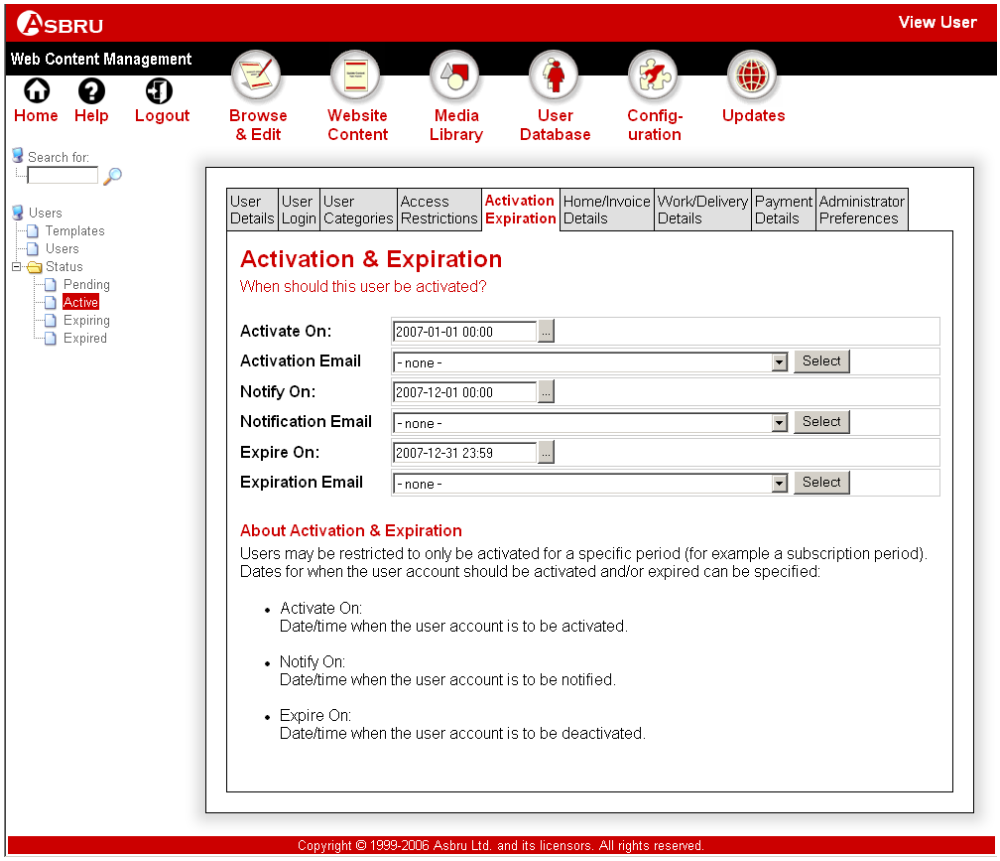
- Pending - lists users who have not been activated yet.
- Active - lists activated users who can login.
- Expiring – lists users who have been notified and are about to expire.
- Expired - lists users who have expired.

3.12.3 Editing User Activation & Expiration

If the User Activation & Expiration feature is enabled, the user editor pages give you additional Activation & Expiration attributes. Use these Activation & Expiration attributes to schedule when each user account should be activated and/or expired, or leave blank to activate the user account immediately and permanently (until updated or deleted). Optionally, activation and/or expiration emails can be sent to the user when the user account is activated and/or expires. Sending of a notification email when a user account is about to expire can also be scheduled.

The activation and expiration dates/times must be entered in the format "YYYY-MM-DD hh:mm:ss" - for example "2000-12-31 23:59:59" for 1 second to midnight on New Year's Eve 2000.

Please note that sending of activation, notification and expiration emails happens the first time your website is accessed after the scheduled dates/times, so depending on how busy your website is the emails may be sent some time after the scheduled dates/times. For guaranteed email delivery shortly after the scheduled dates/times, you may need/want to setup automated periodical access of your website.

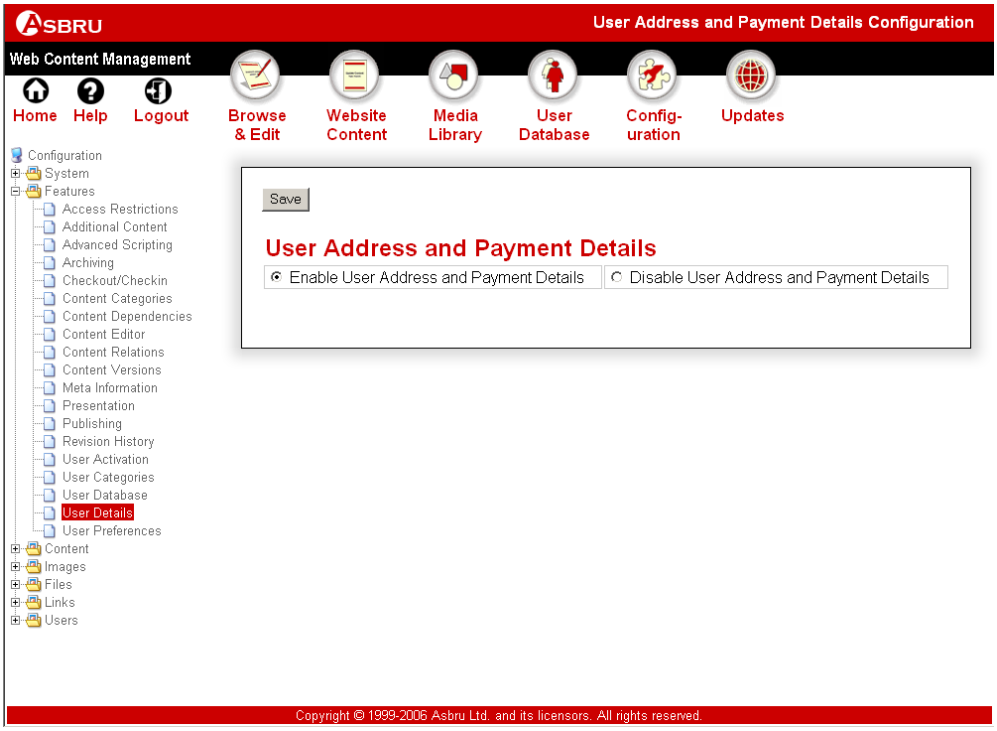


3.13 User Address and Payment Details

As default user accounts only require basic user details such as username and password as well as optional name and email address. You may want to enable the User Address and Payment Details feature for storing additional user details in the user database. The additional user details include home/invoice, work/delivery and payment details.

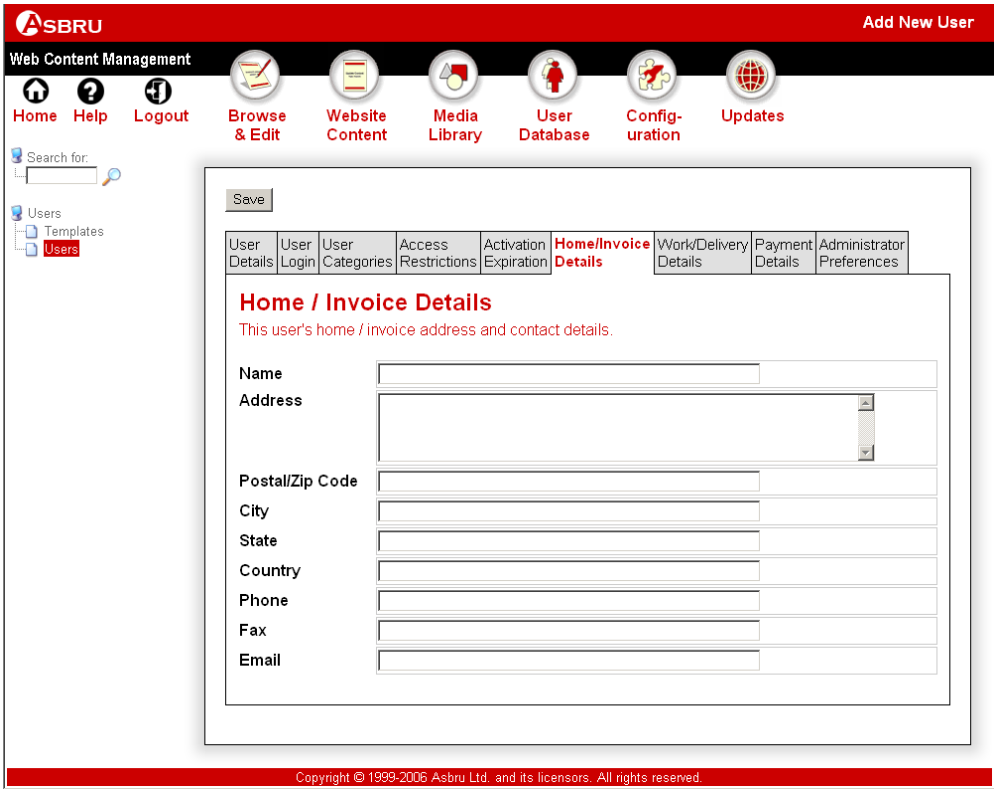
3.13.1 User Details Configuration

Select the Configuration – Features – User Details menu item to access the User Address and Payment Details configuration. Select Enable User Address and Payment Details or Disable User Address and Payment Details and Save to enable/disable the User Address and Payment Details feature.



3.13.2 Editing User Address and Payment Details

If the User Address and Payment Details feature is enabled, the user editor pages give you additional Home/Invoice Details, Work/Delivery Details and Payment Details attributes. Use these attributes to store additional details about each user account.


ASBRU
Add New User
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
User Database
Config-uration
Updates
Search for:
Users
Templates
Users
Save
User Details
User Login
User Categories
Access Restrictions
Activation Expiration
Home/Invoice Details
Work/Delivery Details
Payment Details
Administrator Preferences
Home / Invoice Details
This user's home / invoice address and contact details.
Name
Address
Postal/Zip Code
City
State
Country
Phone
Fax
Email
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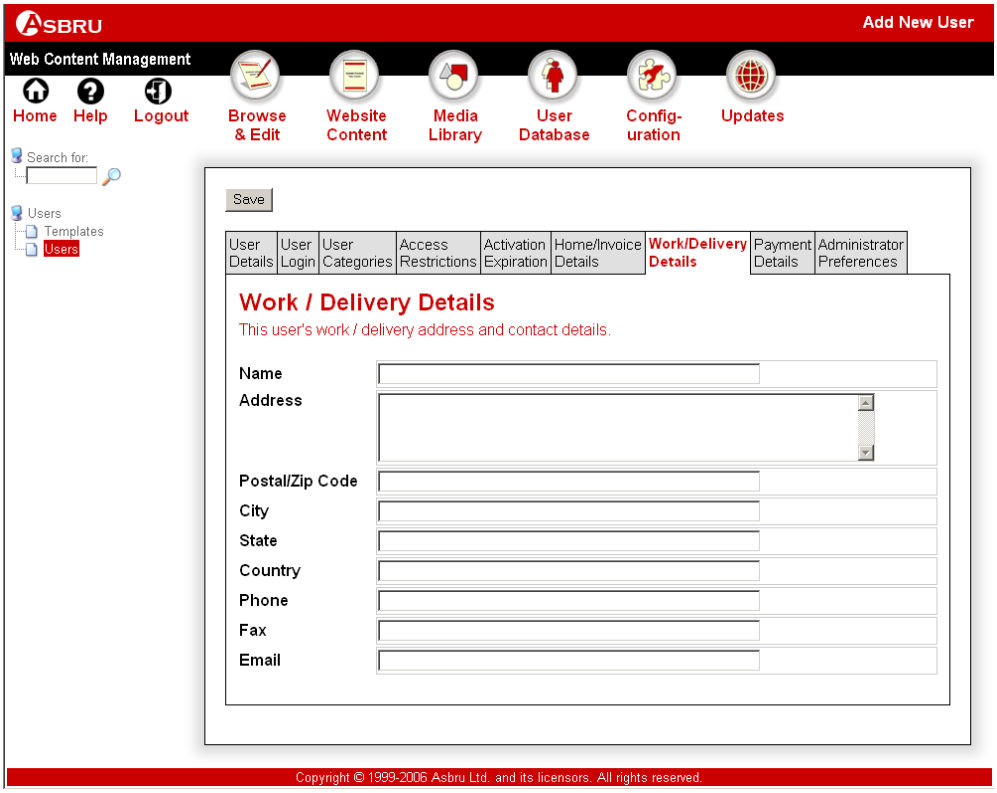
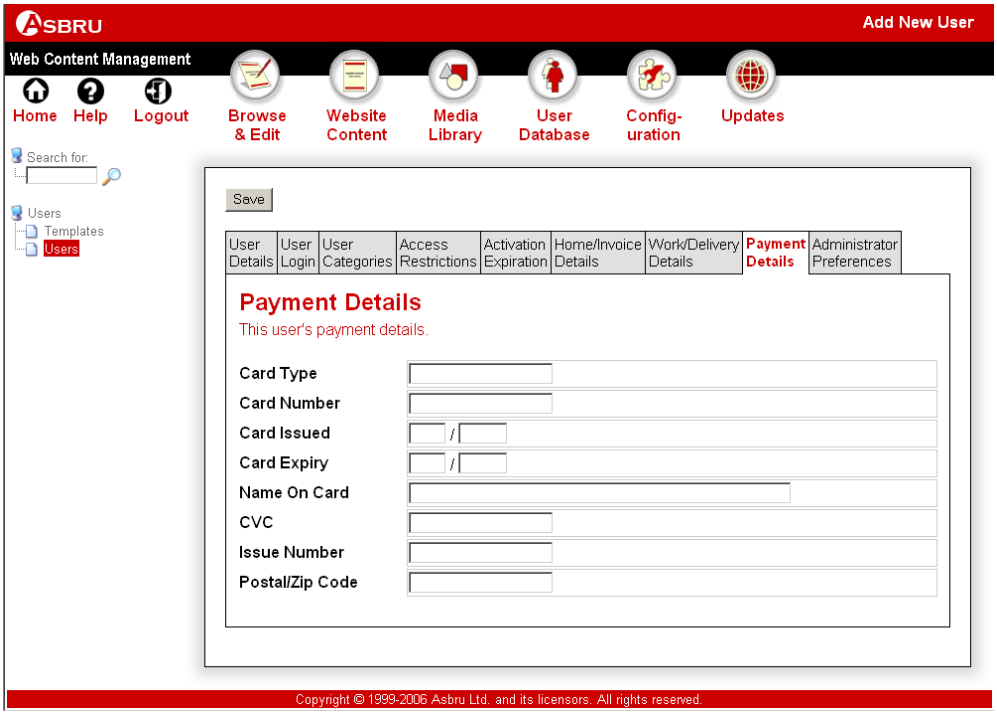

ASBRU
Add New User
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
User Database
Config-uration
Updates
Search for:
Users
Templates
Users
Save
User Details
User Login
User Categories
Access Restrictions
Activation Expiration
Home/Invoice Details
Work/Delivery Details
Payment Details
Administrator Preferences
Work / Delivery Details
This user's work / delivery address and contact details.
Name
Address
Postal/Zip Code
City
State
Country
Phone
Fax
Email
Copyright © 1999-2006 Asbru Ltd. and its licensors. All rights reserved.


ASBRU
Add New User
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
User Database
Config-uration
Updates
Search for:
Users
Templates
Users
Save
User Details
User Login
User Categories
Access Restrictions
Activation Expiration
Home/Invoice Details
Work/Delivery Details
Payment Details
Administrator Preferences
Payment Details
This user's payment details.
Card Type
Card Number
Card Issued
Card Expiry
Name On Card
CVC
Issue Number
Postal/Zip Code
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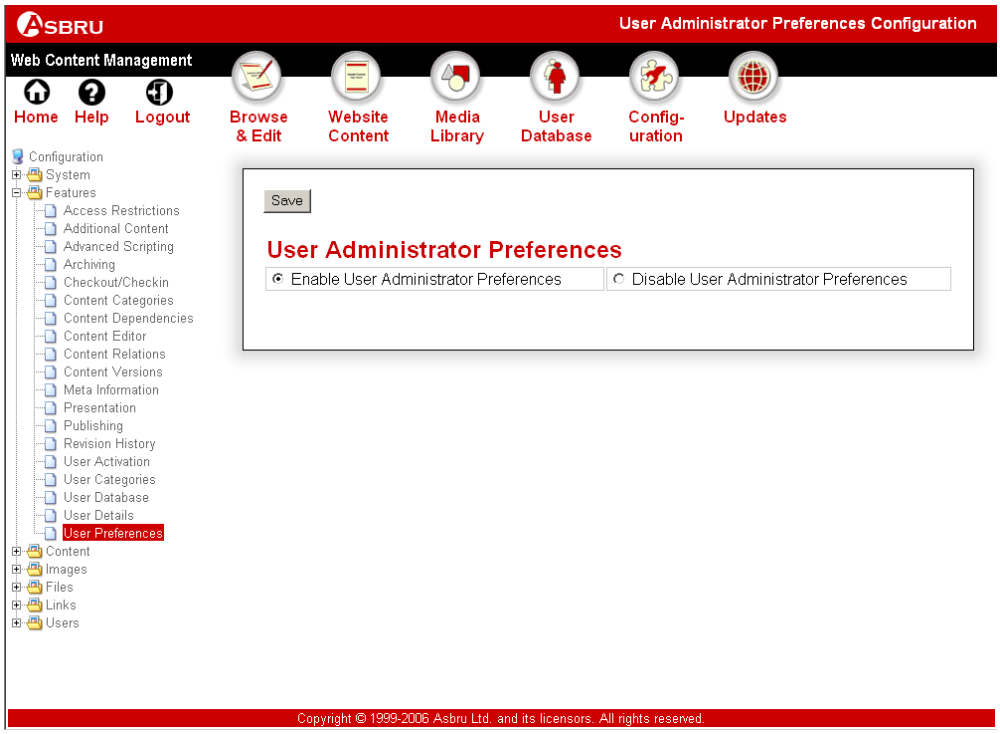
3.14 Personal Website Administrator Preferences

As default all website administrator use the default web content editor and administration settings as configured for the web content management system. However, the User Administrator Preferences feature may be enabled to give website administrators access to personal preferences - for example to only give some website administrators a simple web content editor toolbar with basic functionality and access to the Website Content administration section and its Pages menu, while other website administrators have access to the full web content editor toolbar functionality and all the administration sections and menus.

3.14.1 User Preferences Configuration

Select the Configuration – Features – User Preferences menu item to access the User Website Administrator Preferences configuration. Select Enable User Website Administrator Preferences or Disable User Website Administrator Preferences and Save to enable/disable the User Website Administrator Preferences feature.

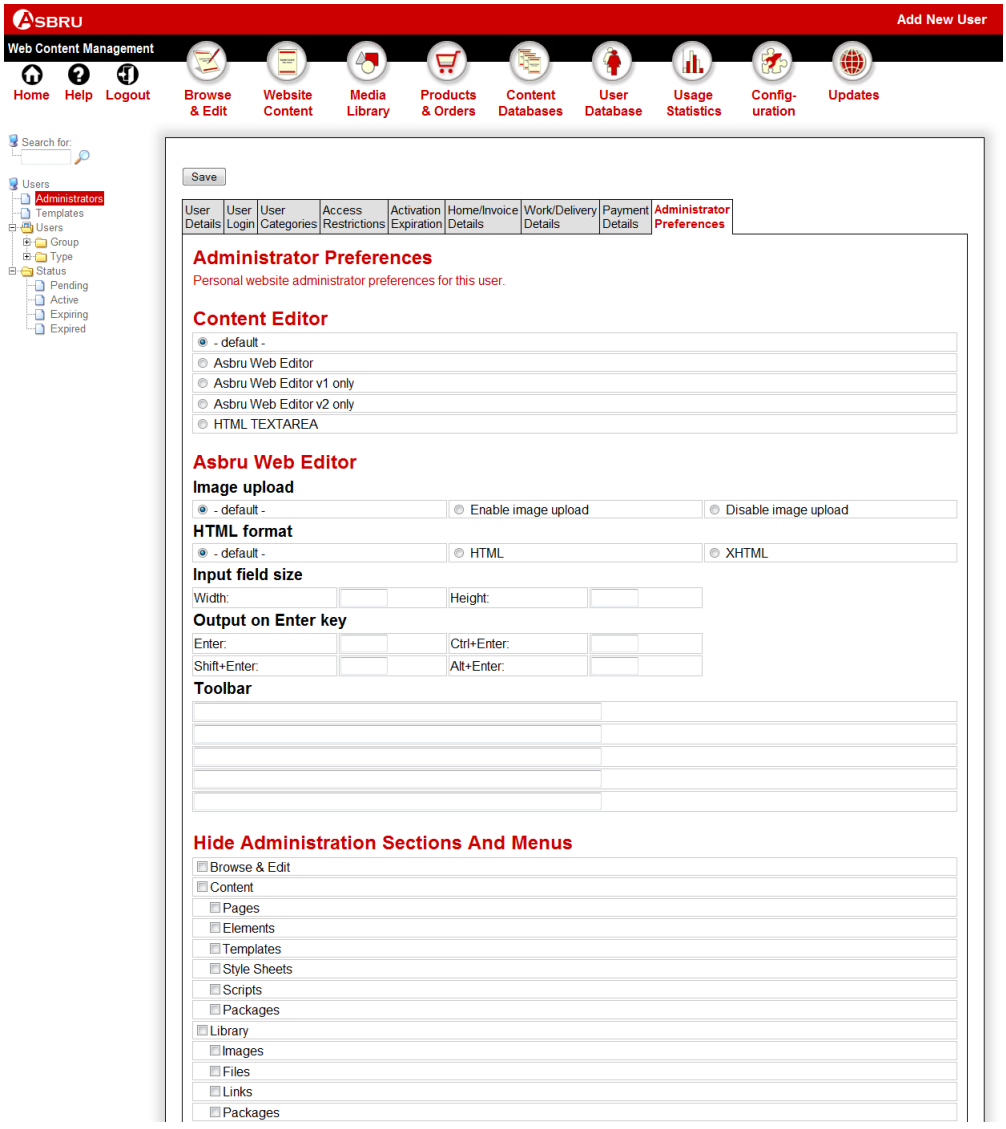


3.14.2 Editing User Website Administrator Preferences

If the User Website Administrator Preferences feature is enabled, the user editor pages give you additional User Website Administrator Preferences attributes. Use these attributes to configure personal website administrator preferences for each website administrator user account. If personal website administrator preferences are configured these will be used for the website administrator user account instead of the default settings configured for the web content management system. Please see 3.20 Content Editor and File Upload Components for details on the configuration options.

The different administration sections and menu items can also be hidden from some website administrators. Different administration sections and menu items can be configured for each

website administrator. All the different administration sections (at the top of all the web content management administration pages) and the major left-hand menu items are listed with a checkbox input field next to each of them. Select the checkbox and Save to configure the selected administration sections and menu items to be hidden from the website administrator. (If Databases Add-On module, E-Commerce Add-On module and Statistics Add-On module software licenses are configure for your website, additional administration sections and menu items will be listed and can be configured).



3.15 Multiple Administrators

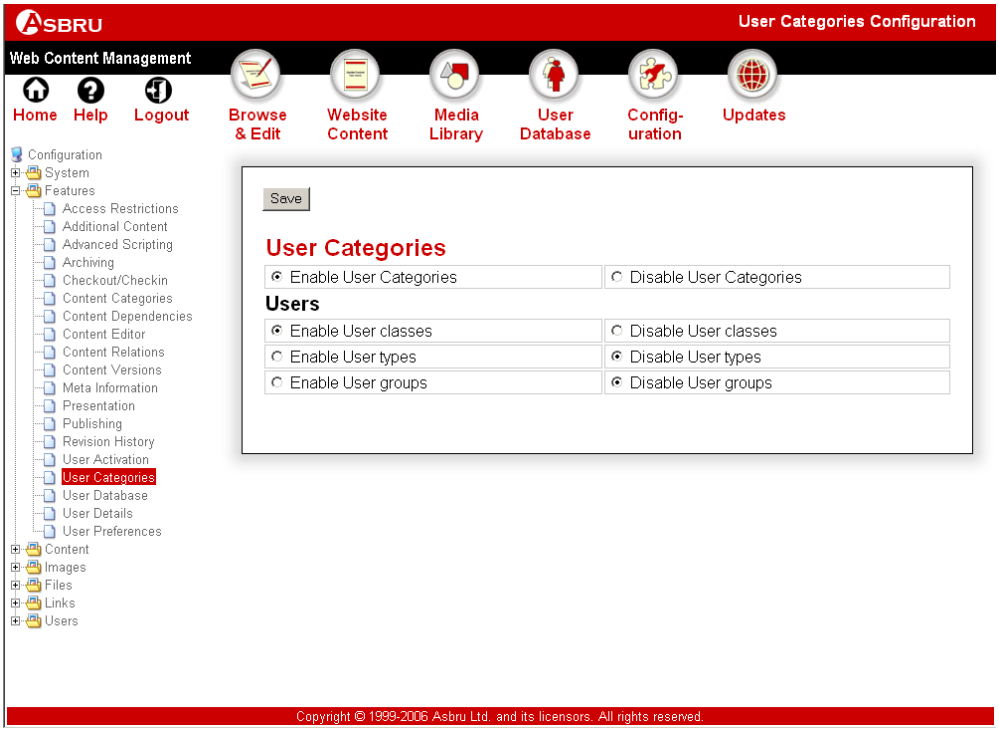
As default the Asbru Web Content Management system is configured for use by a single website administrator. However, you may have multiple website administrators responsible for creating and managing your website. Multiple website administrators are enabled through the User Categories - User Classes feature.

To use the Multiple Administrators feature, the User Database feature must also be enabled. Please see 3.9 User Database for details.

3.15.1 User Categories Configuration

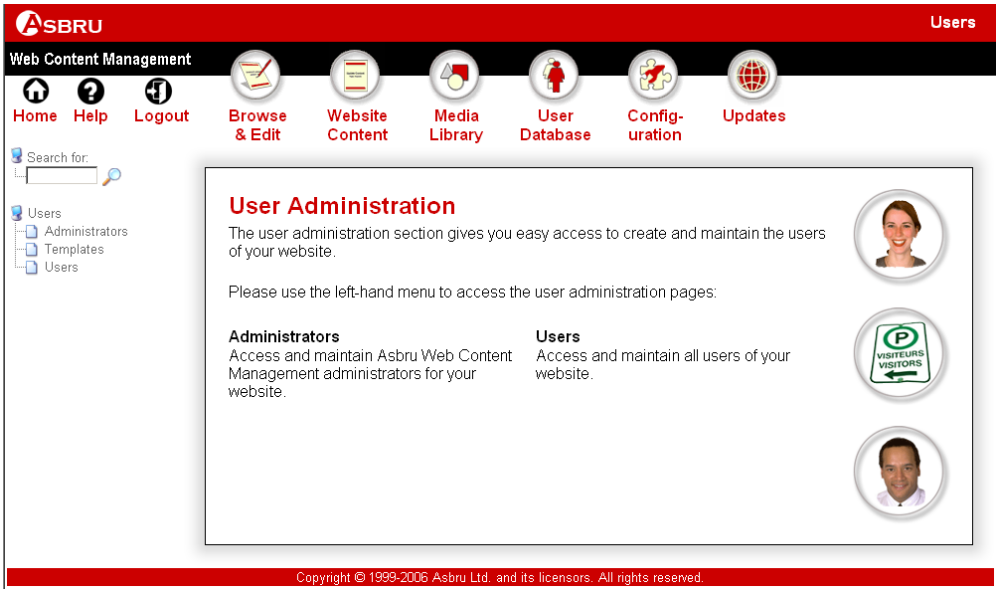
Select the Configuration – Features – User Categories menu item to access the User Categories configuration. Multiple website administrators are enabled through the User

Classes option. Select Enable User Categories or Disable User Categories and Save to enable/disable the User Categories feature. Also, select Enable User Classes or Disable User Classes and Save to enable/disable the User Classes and Multiple Administrators feature.



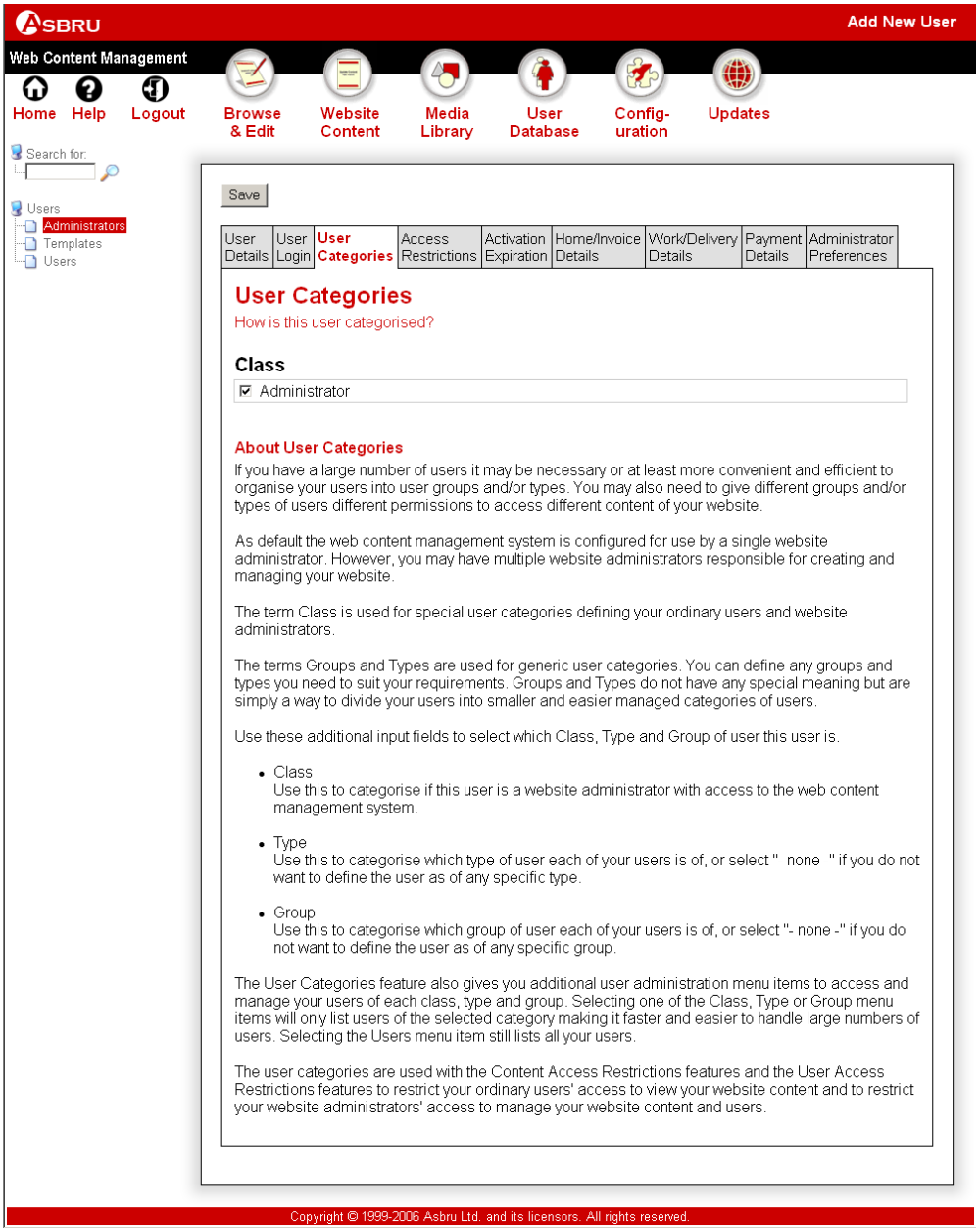
3.15.2 User Administration With User Classes

If the User Categories - User Classes feature is enabled, the user administration pages give you an additional Users – Administrators menu item to access and manage your website administrators. Selecting the Administrators menu item will only list website administrator users. Selecting the Users menu item still lists all your users.



3.15.3 Editing User Classes

If the User Categories – User Classes feature is enabled, the user editor pages give you an additional User Definition - Class attribute. Check this Class - Administrator attribute to define the user as a website administrator.



3.15.4 Related Features

Users who have been defined as Administrators have access to login to the Asbru Web Content Management system and manage your website content and users.

In relation to the multiple website administrators feature you may also want to enable the content checkout and checkin and the administrator permissions and workflow features. Please see 3.16 Content Checkout and Checkin and 3.17 Administrator Permissions and Workflow for details.

3.16 Content Checkout and Checkin and Assign To

As default the Asbru Web Content Management system always gives all website administrators access to update the website content. However, with multiple website administrators you may want to prevent other website administrators from updating specific content while one website administrator is working on it. This is possible by enabling the content checkout and checkin feature.

Additionally, with content checkout and checkin enabled assign to functionality can also be enabled. With the assign to functionality website administrators can assign content items to other website administrators – technically, by checking the content out on behalf of another website administrator. The Publishing feature must also be enabled to use the Assign To functionality. Please see 3.6 Staging, Previewing and Publishing Content for details.

3.16.1 Checkout/Checkin Configuration

Select the Configuration – Features – Checkout/Checkin menu item to access the Checkout/Checkin configuration. When you Checkout content you prevent other website administrators from updating the content. When you Checkin content you allow other website administrators to update the content again. Select your preferred Checkout and Checkin options and Save to configure the Checkout/Checkin feature:

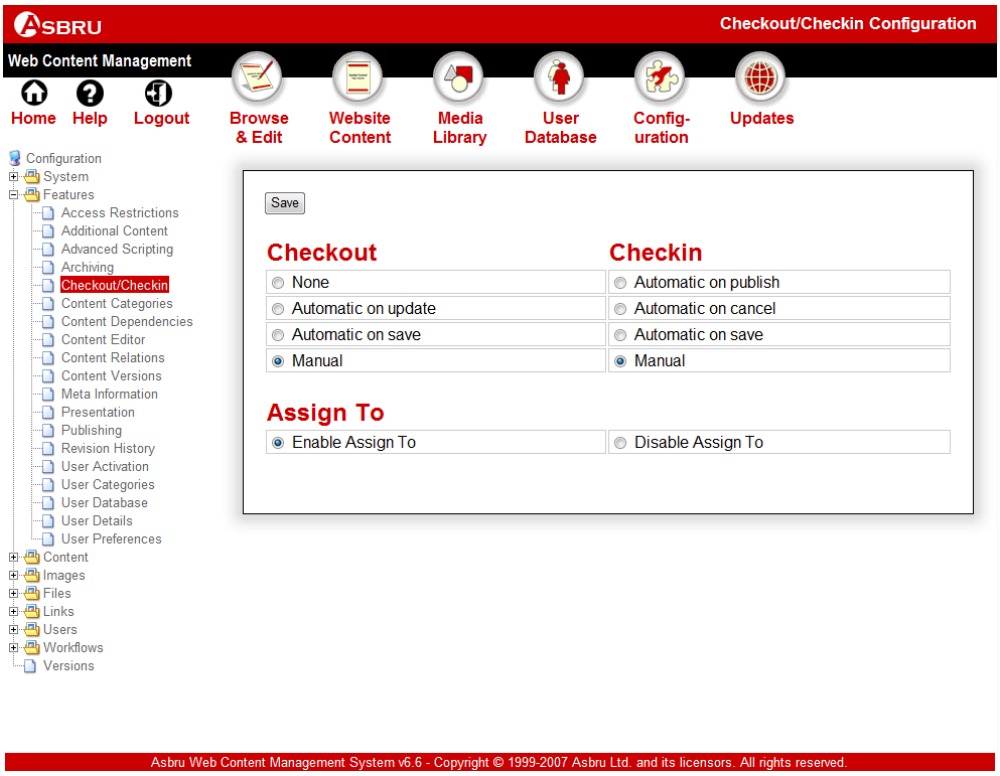
- Checkout:
  - None
    Disable the Checkout/Checkin feature. (Please note that the Checkin setting is ignored and will have no effect when Checkout – None is selected).
  - Automatic On Update
    Automatically checkout content when a website administrator selects to Update/Edit it. Additionally, Checkout can also be selected manually (Please see 3.16.2 Content Administration With Checkout/Checkin for details).
  - Automatic On Save
    Automatically checkout content when a website administrator selects to Save it after updating it. Additionally, Checkout can also be selected manually (Please see 3.16.2 Content Administration With Checkout/Checkin for details).
  - Manual
    Only checkout content when Checkout is selected manually (Please see 3.16.2 Content Administration With Checkout/Checkin for details).
- Checkin:
  - Automatic On Publish
    Automatically checkin content when a website administrator selects to Publish it. Additionally, Checkin can also be selected manually (Please see 3.16.2 Content Administration With Checkout/Checkin for details).
  - Automatic On Cancel
    Automatically checkin content when a website administrator selects Cancel after updating it. Additionally, Checkin can also be selected manually (Please see 3.16.2 Content Administration With Checkout/Checkin for details).

- Automatic On Save
  Automatically checkin content when a website administrator Save it after updating it. Additionally, Checkin can also be selected manually (Please see 3.16.2 Content Administration With Checkout/Checkin for details).

- Manual
  Only checkin content when Checkin is selected manually (Please see 3.16.2 Content Administration With Checkout/Checkin for details).

- Assign To:
  - Enable Assign To
    Website administrators can assign content to other website administrators when adding/updating content.

  - Disable Assign To
    Website administrators cannot assign content to other website administrators.



3.16.2 Content Administration With Checkout/Checkin

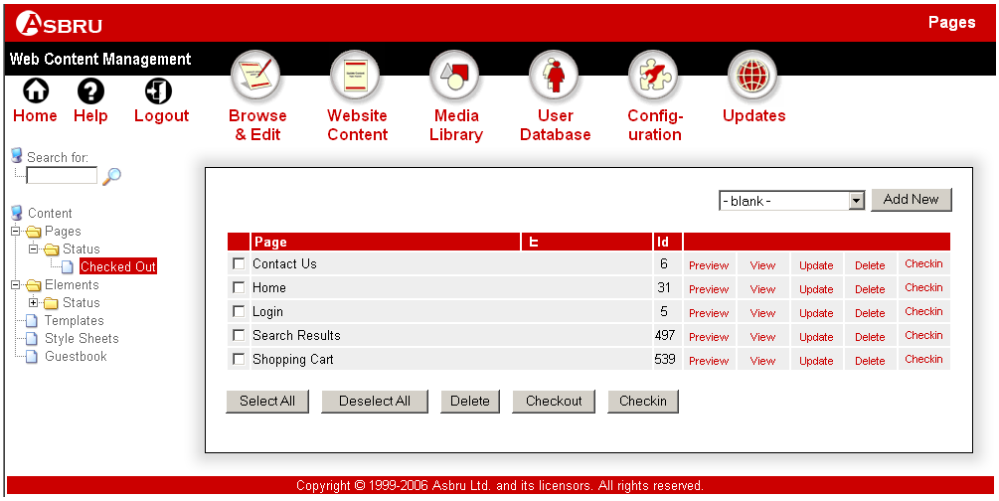
If the Checkout/Checkin feature is enabled, an additional column with Checkout/Checkin links and Checkout/Checkin buttons are added to the content administration pages. The Checkout/Checkin links are Checkout, Checkin or another website administrator's username. Select these Checkout/Checkin links or the Checkout/Checkin buttons to manage other website administrators' access to update the content:

- Checkout
  Prevent other website administrators access to update the content. Currently, the content has not been checked out by any website administrator and any website administrator have access to checkout and update the content.

- Checkin
  Allow other website administrators access to update the content again. Currently, the content has been checked out by you. Only you and the superadmin have access to update and checkin the content.

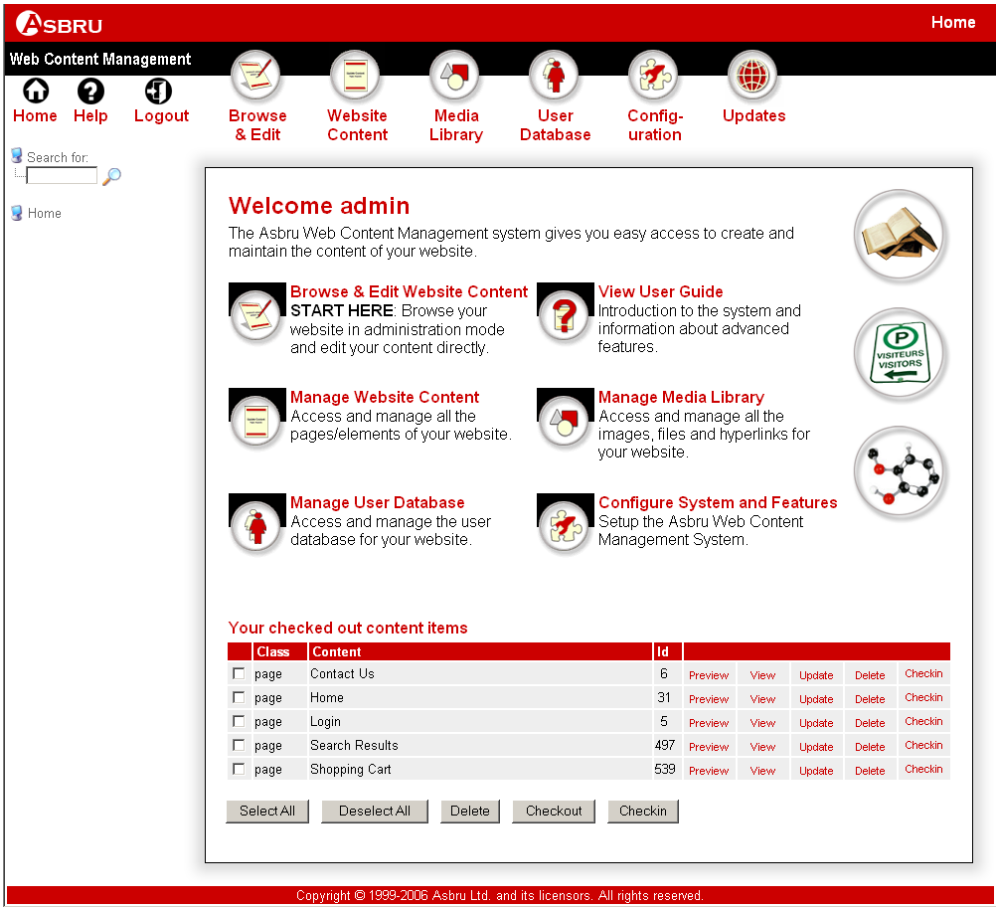
- Other Website Administrator's Username
  Currently, the content is checked out by the displayed website administrator and only that website administrator has access to update and checkin the content. However, if you are logged in as the superadmin website administrator as configured for your website, you can also select the website administrator username to checkin the content.

If the Checkout/Checkin feature is enabled, additional Status - Checked Out menu items are added to the content and library administration pages. Select these menu items to list content items, which are checked out (by any website administrator).



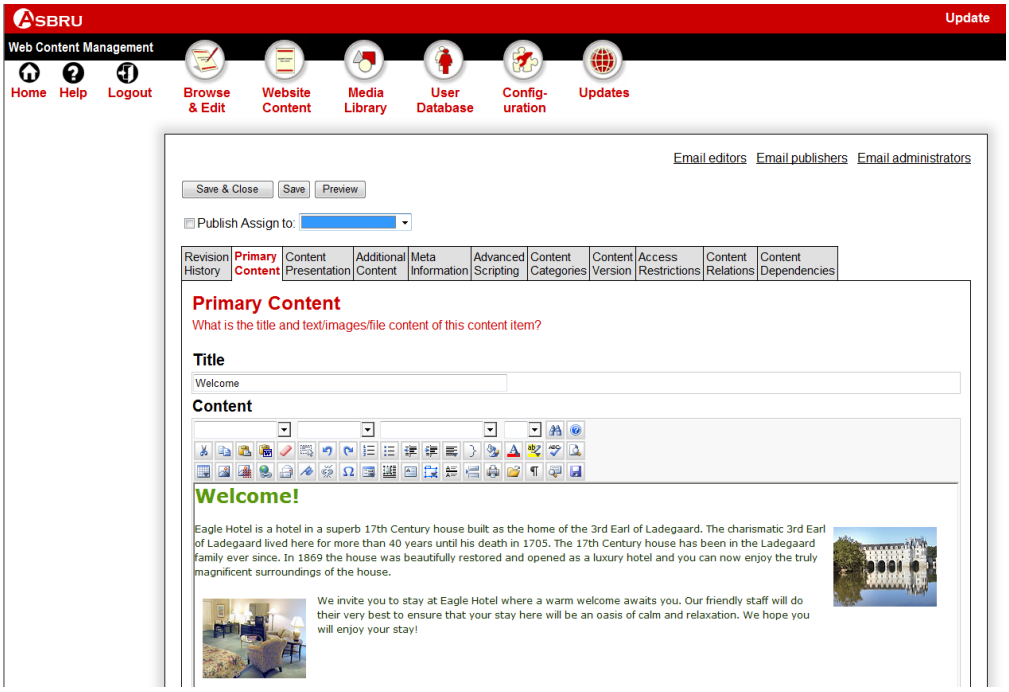
3.16.3 Personal Workspace With Checkout/Checkin

If the Checkout/Checkin feature is enabled, an additional Personal Workspace section listing your currently checked out content items will be displayed at the bottom of the web content management system's main administration page ("Home"). This gives you easy access to content items you are working on currently.



3.16.4 Content Editing With Checkout/Checkin And Assign To

If the Checkout/Checkin and Assign To features are enabled, an additional Assign To select-box with assign to options are added to the content editing pages. The Assign To options are Creators, Editors, Developers, Publishers, Administrators and other website administrators' usernames. Select these Assign To options to assign the content to another website manager causing the content to be checked out by the selected website administrator.



3.16.5 Related Features

The checkout/checkin and assign to features implement simple, manual, ad hoc workflow functionality. In relation to (or instead of) the assign to functionality you may also want to enable the workflow features for controlled workflows. Pleasee 3.17 Administrator Permissions and Workflow for details.

3.17 Administrator Permissions and Workflow

As default the Asbru Web Content Management system is configured to allow all website administrators access to manage all content and users of your website. However, with multiple website administrators you may want to manage your workflow and restrict different website administrators' permissions to specific actions and to specific content and users. Administrator Permissions and Workflow is enabled through the Access Restrictions feature.

The Administrator Access Restrictions features and the Workflow features are two supplemental levels of administrator permissions in the Asbru Web Content Management system.

The basic Administrator Access Restrictions features defines a number of fixed website administrator "roles" – primarily "creators", "editors" and "publishers" – which can be used to give different website administrators differentiated permissions to add, update and publish content items in the web content management system. These fixed website administrator roles define what different groups/types of website administrator have permissions to do but do not control the workflow of how the different website administrators coordinate to add, update and publish content except for a basic workflow: Website administrator "creators" and "editors" can add/update content items and can "check out" the content items to keep the additions/changes "private" while they are working on them. The website administrator "creators" and "editors" can "check in" the added/updated content items when they are ready

for publishing. Finally, the website administrator “publishers” can publish the content items when they have been “checked in” by the website administrator “creators”/”editors”.

The Administrator Access Restrictions features define a fixed hierarchy of website administrator “roles”.

Superadmin			
The superadmin website administrator has permissions to do anyhting in the web content management system.			
Administrators			
The “Administrators” website administrators have permissions to do anything with their content items in the web content management system.			
Creators	**Editors / Developers**	**Publishers**	**Viewers**
Website administrators with “Create” permissions can add new content items (by copying existing content items).	Website administrators with “Update” permissions can update content items. Website administrators with “Developers” permissions can also update the Advanced Scripting attributes.	Website administrators with “Publish” permissions can publish, unpublish and delete content items making it available/unavailable for website visitors.	Website administrators with “View” permissions can view published as well as unpublished content items in the web content management system.

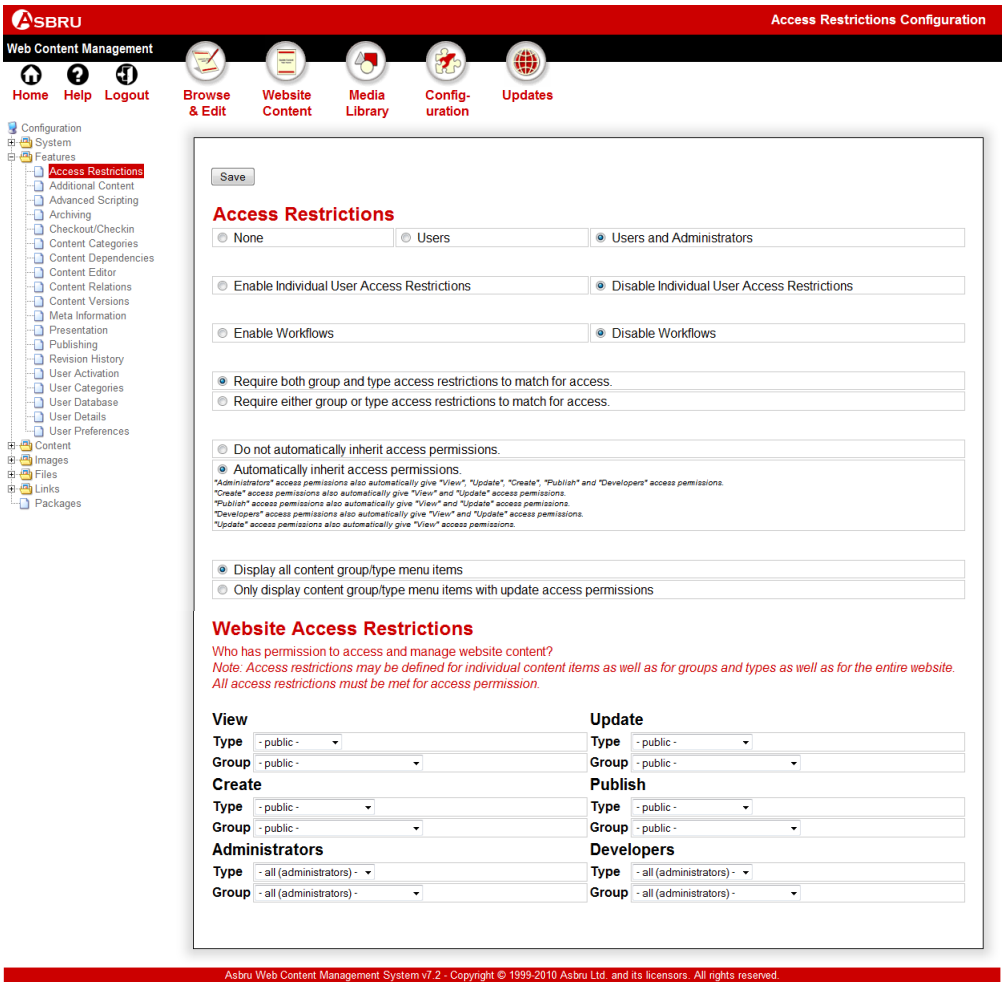
With the additional Workflow features the fixed website administrator “roles” can be sub-divided into any number of different categories of “creators”, “editors” and “publishers” with different permissions at different stages of a sequence of steps required to add, update and publish content items. Any number of workflow “actions” and “states” and website administrator categories can be defined to control how and in what order adding, updating and publishing content items must be processed and approved by different website administrator groups/types. For example, content items added/updated by employees may require approval by their manager before the webmaster can publish the content items.

Superadmin											
The superadmin website administrator has permissions to do anyhting in the web content management system.											
Administrators											
The “Administrators” website administrators have permissions to do anything with their content items in the web content management system.											
Creators			**Editors / Developers**			**Publishers**			**Viewers**		
Website administrators with “Create” permissions can add new content items (by copying existing content items).			Website administrators with “Update” permissions can update content items. Website administrators with “Developers” permissions can also update the Advanced Scripting attributes.			Website administrators with “Publish” permissions can publish, unpublish and delete content items making it available/unavailable for website visitors.			Website administrators with “View” permissions can view published as well as unpublished content items in the web content management system.		
C1	**C2**	**C3**	**E1**	**E2**	**E3**	**P1**	**P2**	**P3**	**V1**	**V2**	**V3**
...	...	...	...	...	...	...	..	...	...	...	...

To use the Administrator Permissions and Workflow features, the User Database feature and the User Categories feature must also be enabled. Please see 3.9 User Database and 3.10 Organising Many Users and Multiple Groups and Types for details.

3.17.1 Administrator Access Restrictions Configuration

Select the Configuration – Features – Access Restrictions menu item to access the Access Restrictions configuration. Select Users and Administrators and Save to enable Administrator Permissions. (Leave Workflows disabled for the basic administrator access restrictions features described in the following sections).



Access restrictions can restrict access to general categories of users and to specific user groups and user types (if the User Categories features are enabled) as well as to individual users if this feature is enabled.
As default all website administrators have access to all website content and all website visitors have access to create/update/publish special content (for example through Community

Add-On applications). Alternatively, website wide access restrictions can be configured to restrict all website content administration to specific website administrator user groups/types.

Access restrictions may be defined for the entire website (here on the access restrictions configuration page) as well as for individual content items as well as for content groups and/or types (Please see 3.17.2.2 Editing Content Category Access Restrictions for details). Website administrators must meet all access restrictions for a content item as well as for its content group and content type as well as for the entire website.

If the Access Restrictions – Users and Administrators feature is enabled (as well as the User Database and User Categories features), additional Website Access Restrictions attributes are added to your access restrictions configuration page. Use these additional input fields to define the content administration access restrictions for the content features of your website. Select which user types and/or groups have access to the following content administration features for the content:

- View
  Defines who has access to view the content on your website. Please see 3.11 User Access Restrictions for details.

- Create
  Defines who has access to add new content as a copy of other content.

- Update
  Defines who has access to update content.

- Publish
  Defines who has access to publish content.

- Developers
  Defines who has access to create and update the Advanced Scripting attributes for content.

- Administrators
  Defines who has full access to manage content including all of the above.
  Important: The "Administrators" can do anything with the content regardless of the other View, Create, Update, Publish and Developers access restrictions, so the "Administrators" must be strictly access restricted for the other access restrictions to have any effect.

Depending on your User Categories configuration you can select a Type and/or a Group for each of the content management feature permissions as listed above:

- Public
  Gives all website visitors permission to use this content management feature (for example through Community Add-On applications).

- Restricted
  Gives all registered users (not only website administrators) permission to use this content

management feature (for example through Community Add-On applications).

- All
  Gives all website administrators permission to use this content management feature.

- Specific Type/Group
  Restricts permission to use this content management feature to website administrators of the selected type/group.

If both the User Types and User Groups User Categories features have been enabled, website administrators must meet both access restrictions to have permission to use the content management feature:

- If Type is defined as All and Group is defined as a specific group, website administrators must be of the specified group to have permission to use the content management feature.

- If Type is defined as a specific type and Group is defined as a specific group, website administrators must be of both the specified type and the specified group to have permission to use the content management feature.

Typically, website administrators with higher-level access permissions such as “administrators”, “create”, “publish” and “developers” access permissions should also always have lower-level access permissions such as “view” and “update” access permissions. As default website administrators with higher-level access permissions automatically inherits lower-level access permissions, but optionally this access permissions inheritance can be disabled:

- Do not automatically inherit access permissions

- Automatically inherit access permissions
  - "Administrators" access permissions also automatically give "View", "Update", "Create", "Publish" and "Developers" access permissions.
  - "Create" access permissions also automatically give "View" and "Update" access permissions.
  - "Publish" access permissions also automatically give "View" and "Update" access permissions.
  - "Developers" access permissions also automatically give "View" and "Update" access permissions.
  - "Update" access permissions also automatically give "View" access permissions.

As default all content groups and types are displayed as menu items on the administration pages. Optionally, the web content management system can be configured to only display content groups and types for which a website administrator has “Update” access permissions as menu items on the administration pages.

- Display all content group/type menu items

- Only display content group/type menu items with update access permissions

3.17.2 Administrator Access Restrictions Content Administration

3.17.2.1 Editing Content Access Restrictions

If the Access Restrictions – Users and Administrators feature is enabled (as well as the User Database and User Categories features), additional Access Restrictions attributes are added to your content editor pages. Use these additional input fields to define the content administration access restrictions for the content features of your website. Select which user types and/or groups have access to the following content administration features for the content:

- View
  Defines who has access to view the content on your website. Please see 3.11 User Access Restrictions for details.

- Create
  Defines who has access to add new content as a copy of this content.

- Update
  Defines who has access to update this content.

- Publish
  Defines who has access to publish this content.

- Developers
  Defines who has access to create and update the Advanced Scripting attributes for this content.

- Administrators
  Defines who has full access to manage this content including all of the above.
  Important: The "Administrators" can do anything with the content regardless of the other View, Create, Update, Publish and Developers access restrictions, so the "Administrators" must be strictly access restricted for the other access restrictions to have any effect.

Depending on your User Categories configuration you can select a Type and/or a Group for each of the content management feature permissions as listed above:

- Public
  Gives all website visitors permission to use this content management feature (for example through Community Add-On applications).

- Restricted
  Gives all registered users (not only website administrators) permission to use this content management feature (for example through Community Add-On applications).

- Creator
  Gives the creator of the content item permission to use this content management feature (for example through Community Add-On applications).

- All
  Gives all website administrators permission to use this content management feature.

- Specific Type/Group
  Restricts permission to use this content management feature to website administrators of the selected type/group.

If both the User Types and User Groups User Categories features have been enabled, website administrators must meet both access restrictions to have permission to use the content management feature:

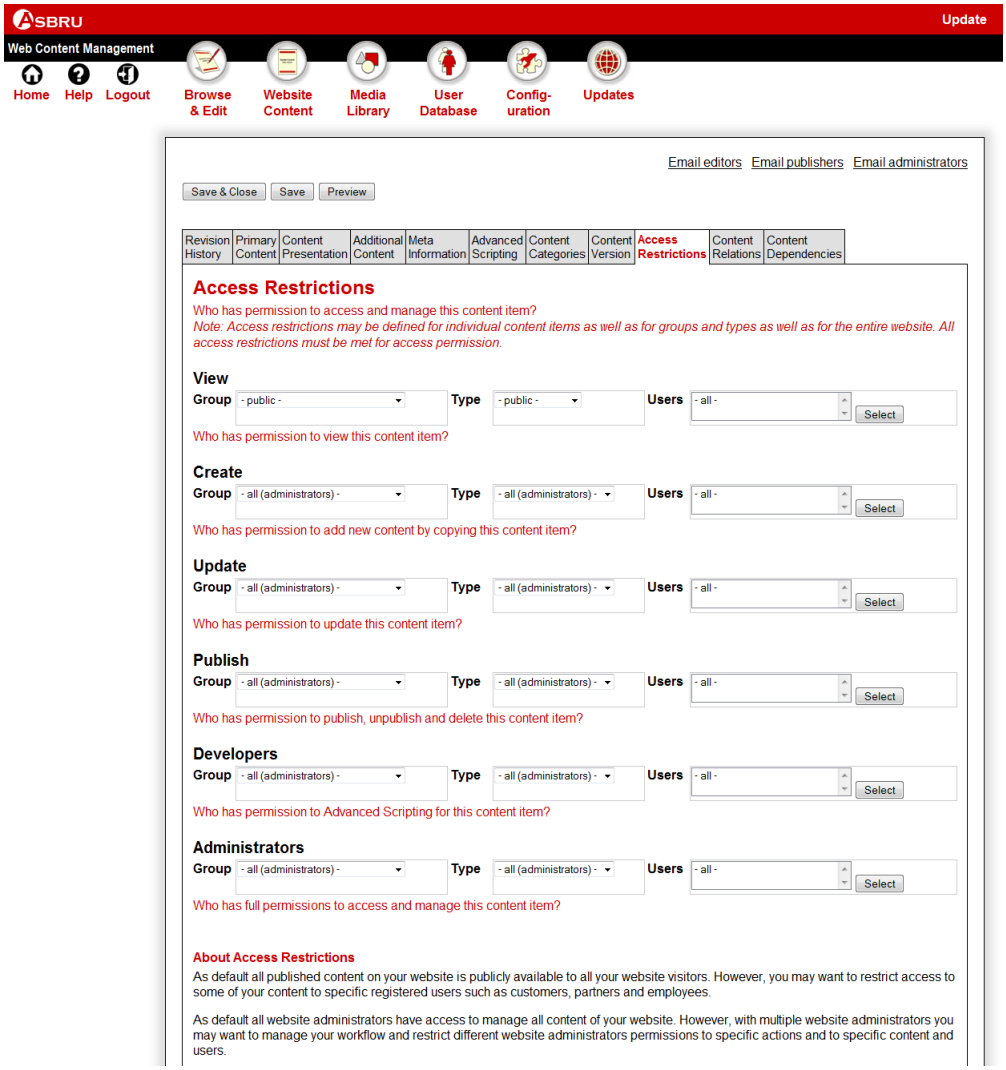
- If Type is defined as All and Group is defined as a specific group, website administrators must be of the specified group to have permission to use the content management feature.

- If Type is defined as a specific type and Group is defined as a specific group, website administrators must be of both the specified type and the specified group to have permission to use the content management feature.

If the Access Restrictions - Enable Individual User Access Restrictions feature is enabled, additional Access Restrictions User attributes are added to your content editor pages. These attributes can be used to limit access to individual users.

If both user group/type and individual user access restrictions are defined then must all match. The individual user access restrictions do not give access permission unless the users also match the user group/type access restrictions.

Access restrictions may be defined for individual content items as well as for content groups and/or types (Please see 3.17.2.2 Editing Content Category Access Restrictions for details) as well as for the entire website (Please see 3.17.1 Administrator Access Restrictions Configuration for details). Website administrators must meet all access restrictions for a content item as well as its content group and content type as well as for the entire website.



3.17.2.2 Editing Content Category Access Restrictions

If the Access Restrictions – Users and Administrators feature is enabled (as well as the User Database and User Categories) and the Content Categories features are enabled (Please see 3.3 Organising Many Pages, Images, Files and Links for details), additional Access Restrictions attributes are added to your Content / Image / File / Link / Product Types Configuration and Content / Image / File / Link / Product Groups Configuration pages. Use these additional input fields to define the content administration access restrictions for the content features of your website. Select which user types and/or groups have access to the following content administration features for the content:

- View
  Defines who has access to view the content on your website. Please see 3.11 User Access Restrictions for details.

- Create
  Defines who has access to add new content as a copy of this content.

- Update
  Defines who has access to update this content.

- Publish
  Defines who has access to publish this content.

- Developers
  Defines who has access to create and update the Advanced Scripting attributes for this content.

- Administrators
  Defines who has full access to manage this content.

Depending on your User Categories configuration you can select a Type and/or a Group for each of the content management feature permissions as listed above:

- Public
  Gives all website visitors permission to use this content management feature (for example through Community Add-On applications).

- Restricted
  Gives all registered users (not only website administrators) permission to use this content management feature (for example through Community Add-On applications).

- Creator
  Gives the creator of the content item permission to use this content management feature (for example through Community Add-On applications).

- All
  Gives all website administrators permission to use this content management feature.

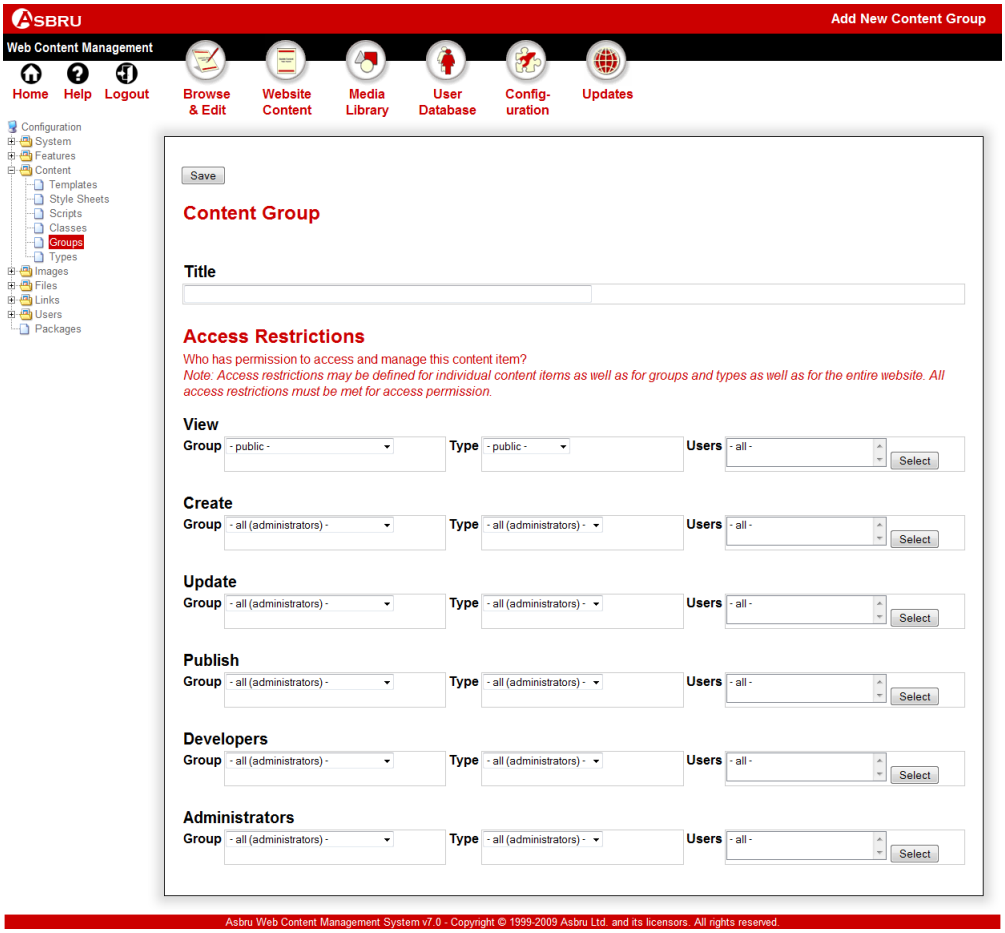
- Specific Type/Group
  Restricts permission to use this content management feature to website administrators of the selected type/group.

If both the User Types and User Groups User Categories features have been enabled, website administrators must meet both access restrictions to have permission to use the content management feature:

- If Type is defined as All and Group is defined as a specific group, website administrators must be of the specified group to have permission to use the content management feature.

- If Type is defined as a specific type and Group is defined as a specific group, website administrators must be of both the specified type and the specified group to have permission to use the content management feature.

Access restrictions may be defined for content groups and/or types as well as individual content items (Please see 3.17.2.1 Editing Content Access Restrictions for details) as well as for the entire website (Please see 3.17.1 Administrator Access Restrictions Configuration for details). Users must meet all access restrictions for a content item as well as its content group and content type as well as for the entire website.



3.17.2.3 Content Administration With Access Restrictions

If the Access Restrictions - Users and Administrators feature is enabled, website administrators will only have access to manage content for which they have access permissions:

- Update
  Requires website administrators to have Update, Publish, Developers or Administrators permission for the content.

- Delete
  Requires website administrators to have Publish or Administrators permission for the content.

- Add New
  Requires website administrators to have Create or Administrators permission for the existing content which is to be copied as a new content item. Only content for which the website administrator has permission will be listed. Website administrators cannot add new content unless they have permission to create copies of existing content. However, the superadmin website administrator as configured for your website can always add new content.

If a website administrator does not have permission to access some functionality the content item link (Add New, Update or Delete) for that functionality will not be displayed.

3.17.2.4 Content Editing With Access Restrictions

If the Access Restrictions - Users and Administrators feature is enabled, website administrators will only have access to create and update content attributes for which they have access permissions:

- Publish
  Requires website administrators to have Publish or Administrators permission for the content.

- Primary Content
  Requires website administrators to have Create, Update, Publish, Developers or Administrators permission for the content.

- Advanced Scripting
  Requires website administrators to have Developers or Administrators permission for the content.

- Content Definition
  Requires website administrators to have Administrators permission for the content.

- Access Restrictions
  Requires website administrators to have Administrators permission for the content.

- Other optional feature content attributes (if enabled)
  Requires website administrators to have Create, Update, Publish, Developers or Administrators permission for the content.

3.17.2.5 Coordinating With Other Content Administrators

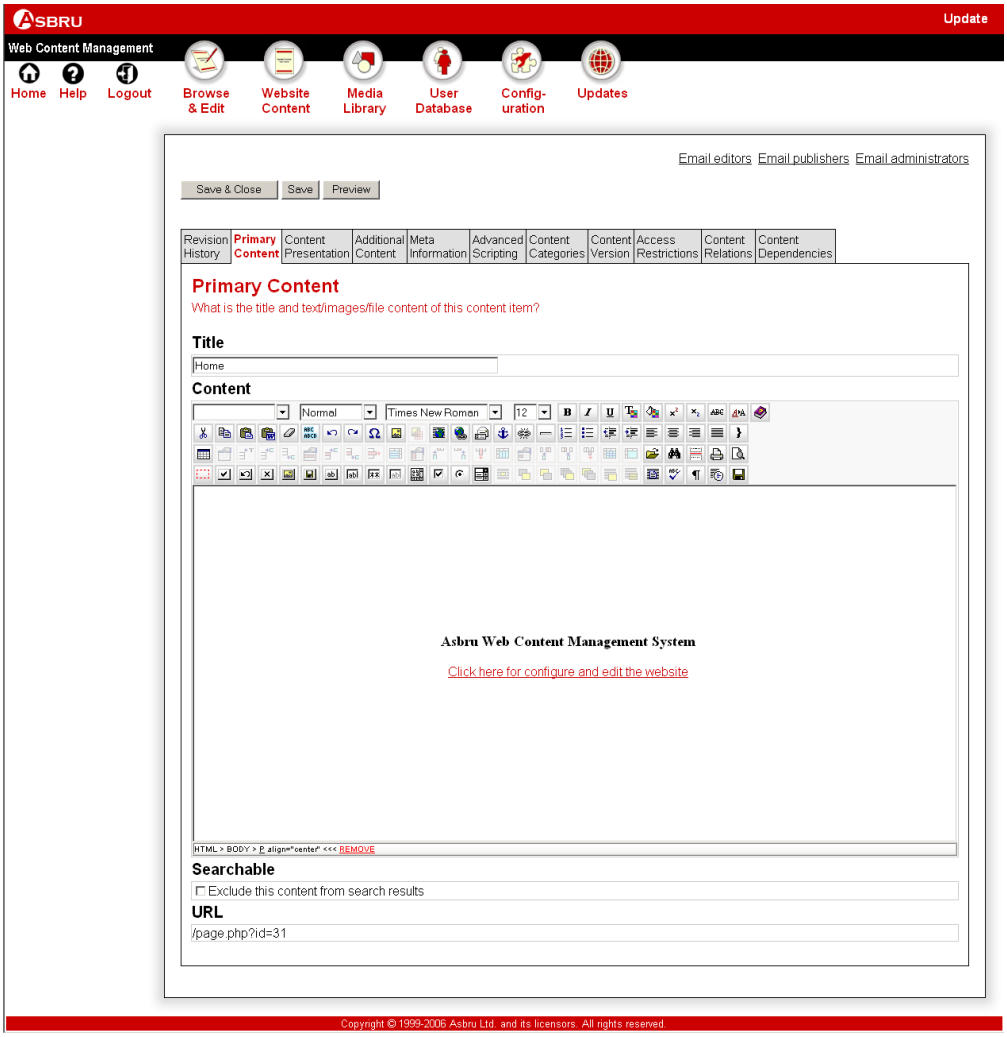
If the Access Restrictions - Users and Administrators feature is enabled, website administrators will also have easy access to email a content item's other website administrators. Additional email links are added to the top of the content administration web pages:

- Email editors
  Emails all website administrators with access permissions to update the content item - for example to ask them to edit or review the content.

- Email publishers
  Emails all website administrators with access permissions to publish the content item -

for example to ask them to publish, unpublish or delete the content.

- Email administrators
  Emails all website administrators with full access permissions for the content item - for example to ask them to change the content categories or to change the access restrictions.



3.17.3 Administrator Access Restrictions User Administration

3.17.3.1 Editing User Access Restrictions

If the Access Restrictions - Users and Administrators feature is enabled (as well as the User Database and User Categories features), additional Access Restriction attributes are added to your user administration pages. Use these additional input fields to define the user administration access restrictions for the user management features:

- View
  Defines who has access to view this user's details.

- Create
  Defines who has access to add new users as a copy of this user.

- Update
  Defines who has access to update this user.

- Delete
  Defines who has access to delete this user.

- Administrators
  Defines who has full access to manage this user.

Depending on your User Categories configuration you can define a Type and/or a Group for each of the user management feature permissions as listed above:

- Public
  Gives all website visitors permission to use this user management feature (for example through Community Add-On applications).

- Restricted
  Gives all registered users (not only website administrators) permission to use this user management feature (for example through Community Add-On applications).

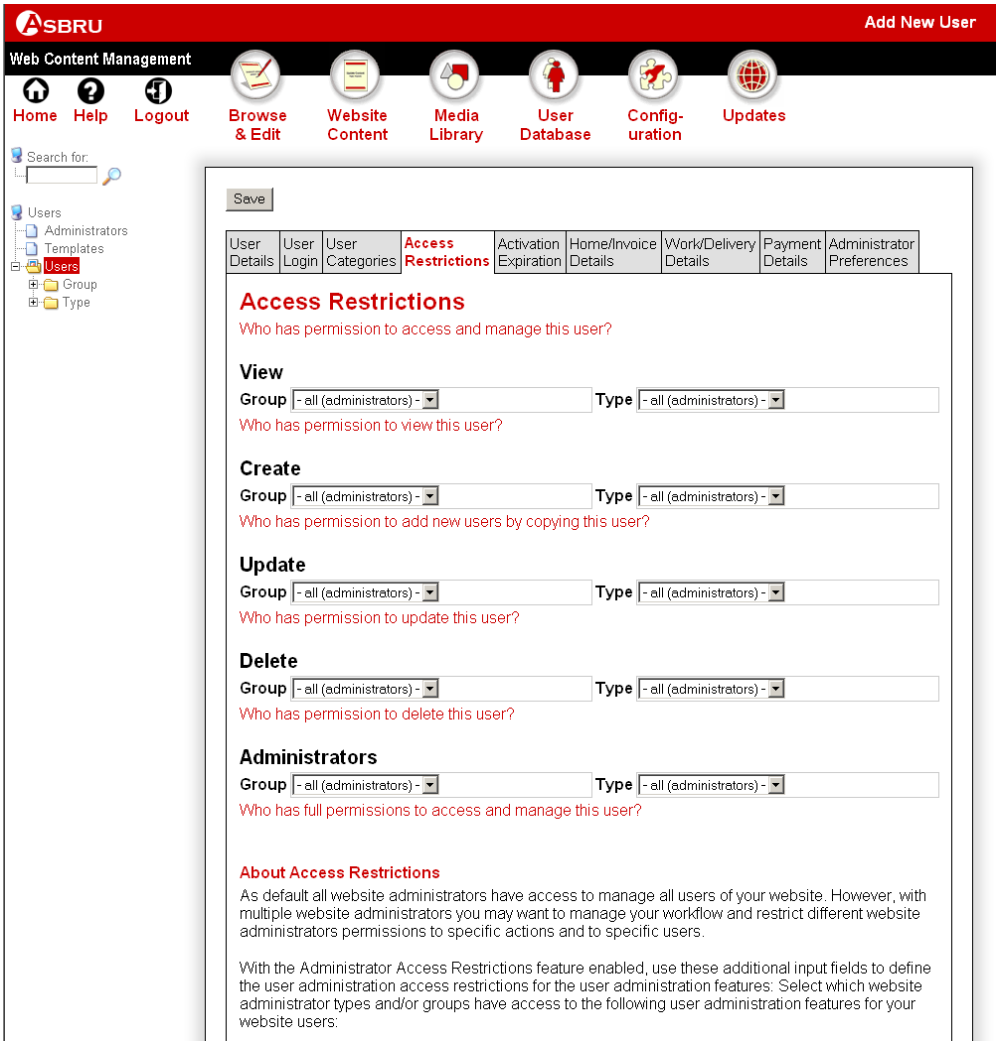
- All
  Gives all website administrators permission to use this user management feature.

- Specific Type/Group
  Restricts permission to use this user management feature to website administrators of the selected type/group.

If both the User Types and User Groups User Categories features have been enabled, website administrators must meet both access restrictions to have permission to use the user management feature:

- If Type is defined as All and Group is defined as a specific group, website administrators must be of the specified group.

- If Type is defined as a specific type and Group is defined as a specific group, website administrators must be of both the specified type and the specified group.



3.17.3.2 User Administration With Access Restrictions

If the Access Restrictions – Users and Administrators feature is enabled, website administrators will only have access to manage users for which they have access permissions:

- View
  Requires website administrators to have View, Update, Delete or Administrators permission for the user.

- Update
  Requires website administrators to have Update, Delete or Administrators permission for the user.

- Delete
  Requires website administrators to have Delete or Administrators permission for the user.

- Add New
  Requires website administrators to have Create or Administrators permission for the existing user which is to be copied as a new user. Only users for which the website administrator has permission will be listed. Website administrators cannot add new users unless they have permission to create copies of existing users. However, the superadmin website administrator as configured for your website can always add new users.

If a website administrator does not have permission to access some functionality the user item link (Add New, Update or Delete) for that functionality will not be displayed.

3.17.3.3 User Editing With Access Restrictions

If the Access Restrictions – Users and Administrators feature is enabled, website administrators will also only have access to create and update user attributes for which they have access permissions:

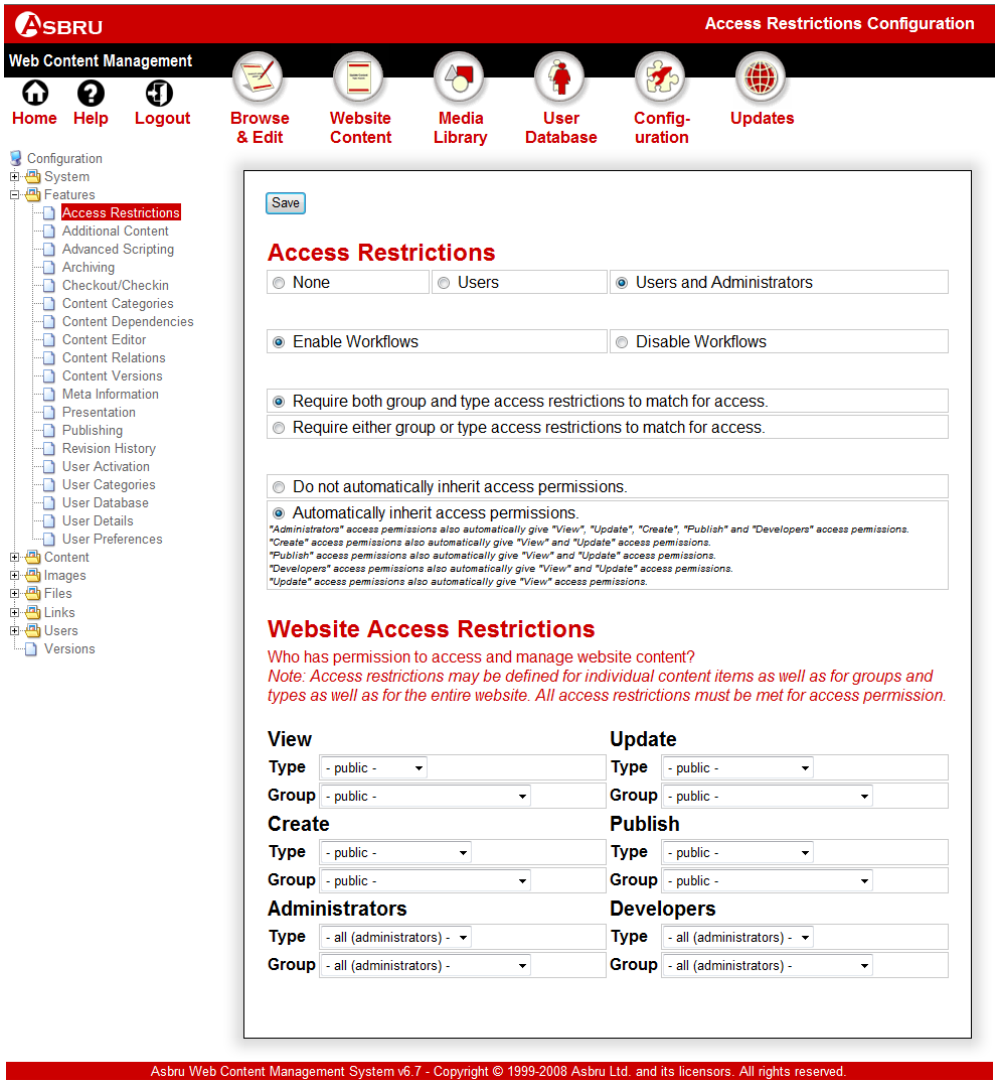
- User Details and User Login
  Requires website administrators to have Create, Update, Delete or Administrators permission for the user.

- User Definition
  Requires website administrators to have Administrators permission for the user.

- Access Restrictions
  Requires website administrators to have Administrators permission for the user.

3.17.4 Workflow Configuration

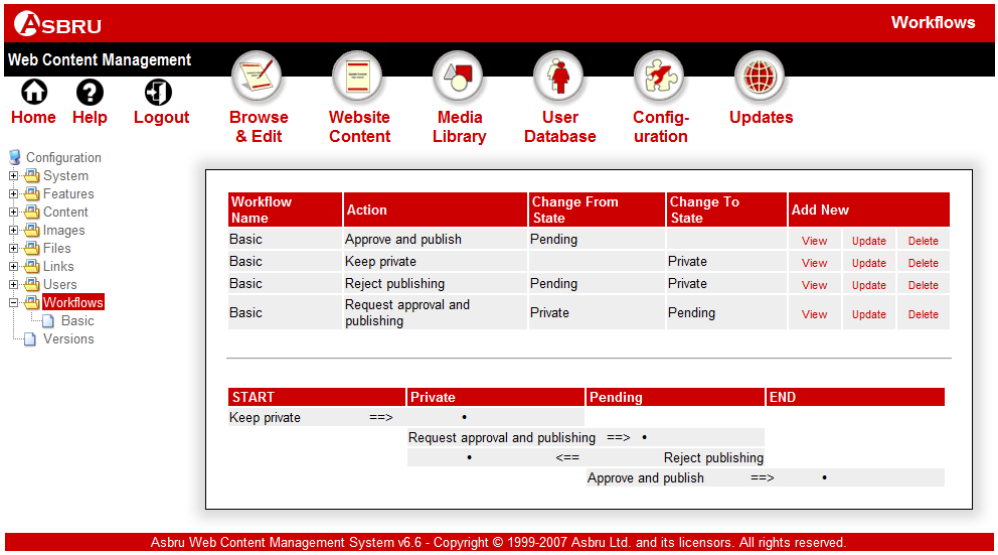
Select the Configuration – Features – Access Restrictions menu item to access the Access Restrictions configuration. Select Users and Administrators and Enable Workflows and Save to enable Workflows.



3.17.5 Workflow Definition

If the Workflows feature is enabled, you can configure which workflows to use for your website.

Select the Configuration – Workflows menu item to access the Workflows configuration page. All your currently defined workflow actions are listed and a combined diagram of all your currently defined workflow actions is displayed. A Workflows sub-menu item can also be selected for each of the currently defined wokflow names. Select a specific workflow name to only display a list of workflow actions for that workflow name and display a diagram of these workflow actions. Select Add New, View, Update and Delete to define your workflow actions.



A workflow consists of a number of workflow actions each of which defines a change in a content item's status and who has permissions to do this. Each workflow action is defined with the following attributes:

- Workflow
  - Workflow Name
    Defines the workflow which this workflow action is part of. For example "Add new page".

    Important: If you are defining multiple workflows, please note that the different workflow names are only used for administrative purposes grouping the different related workflow actions in the workflow configuration, but if you use the same workflow states in different workflows then the workflows are connected. For example, the workflow state "Approved" in a workflow named "X" is exactly the same as the workflow state "Approved" in another workflow named "Y". A content item is never explicitly in a given "workflow name" but always only in a given "workflow state", which determines the available next workflow actions. A workflow action in one workflow can be followed by another workflow action in another workflow if the same workflow state is used in both workflows

  - Action
    Describes the workflow action. This is what website administrators see as available workflow actions and select when changing content's workflow status. For example "Approve content" or "Reject content".

  - Change From State
    Defines from which content state this workflow action can be taken. This workflow action can only be selected if the content's current state is this state. As default all contents' state is blank.

    Leave the Change From State blank for the first workflow action(s) in a

workflow to start the workflow. For example “New” or “Rejected” or “Approved”.

- Change To State
  Define the new content state after taking this workflow action. This is what website administrators see as the content’s current workflow status and defines what other workflow actions this workflow action can be followed by. As default all contents’ state is blank.

  Leave the Change To State blank for the last workflow action(s) in a workflow to end the workflow.

  If some website administrators should have permission to update content without changing the content’s workflow status set Change To State to the same as the Change From State. Website administrators who do not have permissions to any workflow actions for a content item do not have permissions to update the content item.

- Content Changes
  - Actions
    The action checkboxes can be used to add/remove Programmed Content Changes described below.

    - Archive
      Archives the content item when the workflow action is selected.

    - Checkout
      Checks out the content item when the workflow action is selected.

    - Checkin
      Checks in the content item when the workflow action is selected.

    - Publish
      Publishes the content item when the workflow action is selected.

    - Unpublish
      Unpublishes the content item when the workflow action is selected.

    - Delete
      Deletes the content item when the workflow action is selected.

    - Unschedule
      Clears the scheduled publish by and expire by dates/times.

  - Access Permissions
    The content access permissions checkboxes can be used to add/remove Programmed Content Changes described below.

    - Disable
      Disables the given access permission and overrides

users'/administrators' general access permissions.

- Re-enable
  Re-enables the given access permission so that users'/administrators' general access permissions apply.

- User / View
  Users'/administrators' permission to view the content item.

- Editor / Update
  Users'/administrators' permission to update the content item.

- Developer / Update
  Developer administrators' permission to update the content item.

- Creator / Add New
  Users'/administrators' permission to copy the content item to add new content items.

- Publisher / Publish
  Administrators' permission to publish and unpublish the content item.

- Administrator / Ownership
  Administrators' permission to update the content item's categories and access restrictions etc.

- Scheduled Publish
  Controls if the content item can be published by the web content management system's scheduled publishing functionality.

- Scheduled Expire
  Controls if the content item can be expired by the web content management system's scheduled expiration functionality.

- Programmed Content Changes
  Defines automatic changes made to the content when this workflow action is taken. These content changes override content attributes entered/selected by the website administrators. Any number of automatic content changes can be defined with a number of ATTRIBUTE=VALUE lines. For example, the content can be moved to another content group/type and the content's access restrictions can be changed:

  ```
  contentgroup=News
  contentype=General
  users_group=
  users_type=
  creators_group=Website Designer
  creators_type=Employee
  developers_group=Website Developer
  developers_type=Employee
  editors_group=Website Designer
  ```

editors_type=Employee
publishers_group=Website Administrator
publishers_type=Employee
administrators_group=Website Administrator
administrators_type=Employee

Automatic actions can also be defined for the content when this workflow action is taken. These content actions override actions selected by the website administrators. Any number of automatic content actions can be defined with a number of ACTION lines (please note that the actions must be in all upper-case letters). These commands can be added/removed manually or using the action checkboxes described above. For example, the content can be automatically be archived, checked in and published. The available actions are:

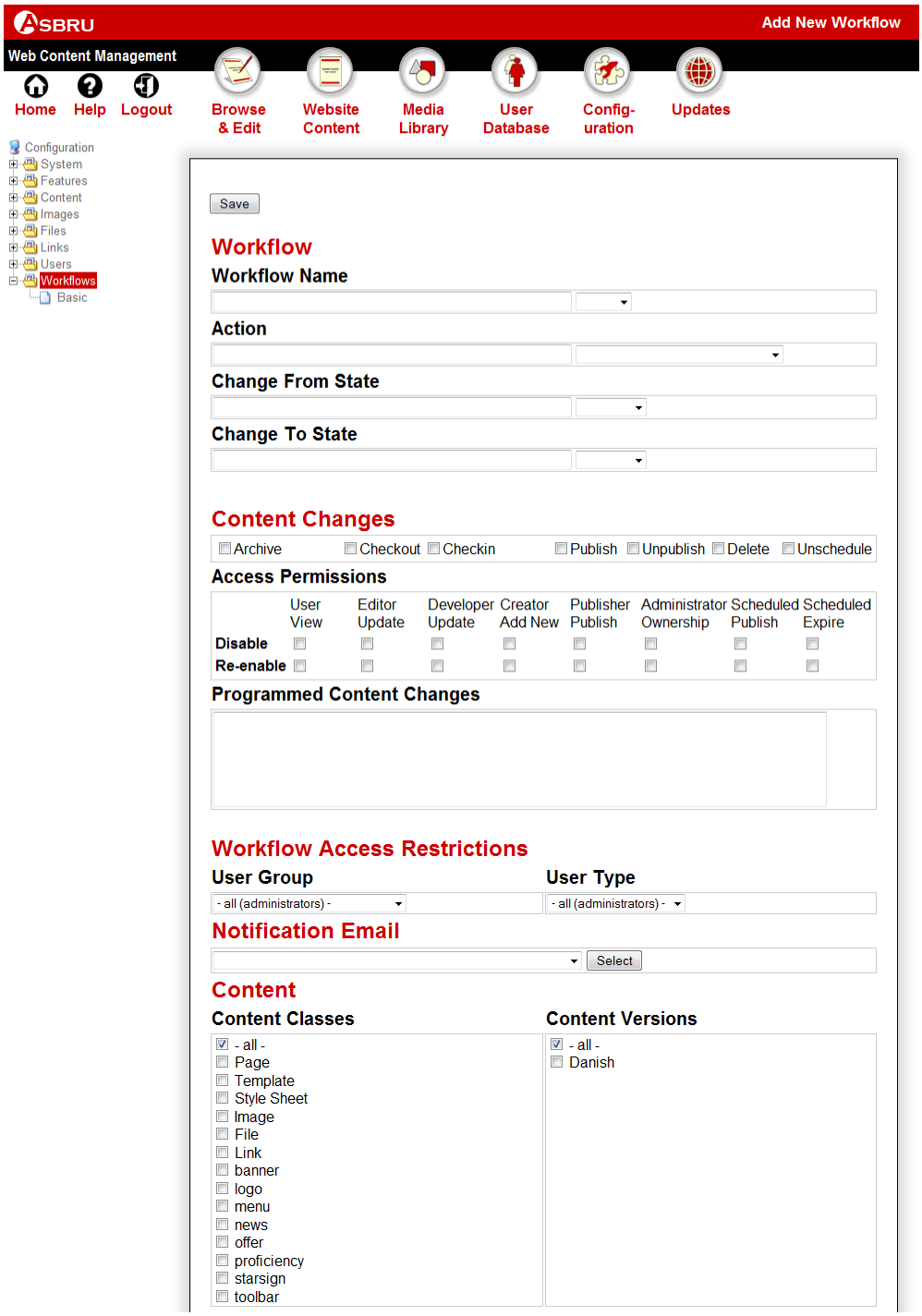
ARCHIVE
CHECKIN
CHECKOUT
PUBLISH
UNPUBLISH
DELETE
UNSCHEDULE
LOCK USER
UNLOCK USER
LOCK CREATOR
UNLOCK CREATOR
LOCK DEVELOPER
UNLOCK DEVELOPER
LOCK EDITOR
UNLOCK EDITOR
LOCK PUBLISHER
UNLOCK PUBLISHER
LOCK ADMINISTRATOR
UNLOCK ADMINISTRATOR
LOCK SCHEDULE
UNLOCK SCHEDULE
LOCK UNSCHEDULE
UNLOCK UNSCHEDULE

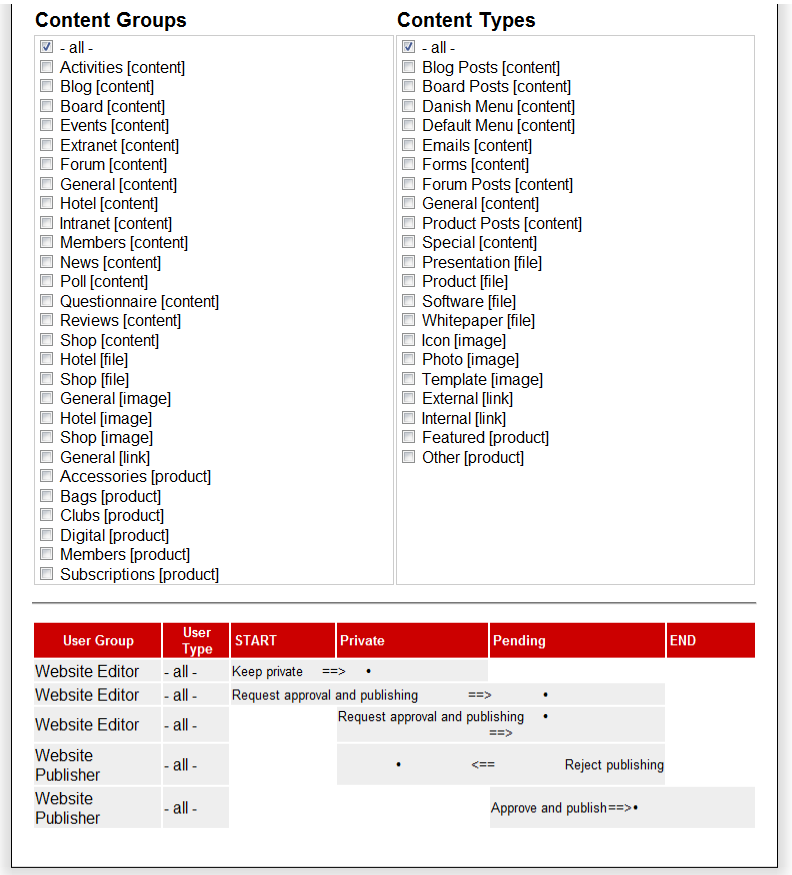
- Workflow Access Restrictions
  Defines who has access to take this workflow action. Website administrators must match both the user group and the user type for permission to take this workflow action.

- Notification Email
  Defines a page to be emailed to all the website administrators who have permission to take workflow actions after this workflow action (That is, to the website administrators with access permissions for subsequent workflow actions – not to the website administrators with access permissions for this workflow action).

- Content
  Defines which content classes, versions groups and types this workflow action applies to.

This workflow action will only be available for the selected content classes, versions, groups and types.





3.17.6 Example Workflow Definitions

A number of typical workflows are included with the web content management system as default. These workflows can be used as they are or they can be modified/extended to your workflow requirements.

3.17.6.1 Basic Editor-Publisher Workflow

Example: Website administrators have permission to add new content and to update existing content. When the new/updated content is ready for publishing a website administrator with publish permissions must approve and publish the content.

This workflow uses the following workflow states for the content:

- Private
  The added/updated content is being worked on and should not be published.

- Pending
  The added/updated content is ready for publishing and is awaiting approval and publishing by a website administrator with publish permissions.

This workflow uses the following workflow actions:

- Keep private
  When adding/updating content the website administrator can keep the content private while working on it. This starts the workflow.

- Request approval and publishing
  When the website administrator has finished working on added/updated content he/she can request that the content is approved and published.

- Approve and publish
  When a website administrator has requested approval and publishing of added/updated content a website administrator with publish permissions can approve and publish the content. This ends the workflow.

- Reject publishing
  When a website administrator has requested approval and publishing of added/updated content a website administrator with publish permissions can reject to publish the content.

This workflow uses the following website administrator user groups/types:

- All website administrators
  All website administrators may start this workflow to add/update content and to request approval and publishing of the content, so no specific user group/type is required for this. Alternatively, this could be restricted to a limited group/type of website administrators in which a user group/type must be defined and used for these website administrators. For example the user group “Website Editor” and the user type “Employee”.

- Publishers
  Only some website administrators have permission to approve and publish content, so a user group/type is required to identify these website administrators. For example the user group “Website Publisher” and the user type “Employee”.

This workflow is implemented with configuration of the following workflow actions:

Website administrators can add/update content and start the workflow to keep it private	
Workflow Name:	Basic
Action:	Keep private
Change From State:	
Change To State:	Private
User Group:	all (administrators)
User Type:	all (administrators)
Website administrators can request approval and publishing of content when it is ready	
Workflow Name:	Basic
Action:	Request approval and publishing

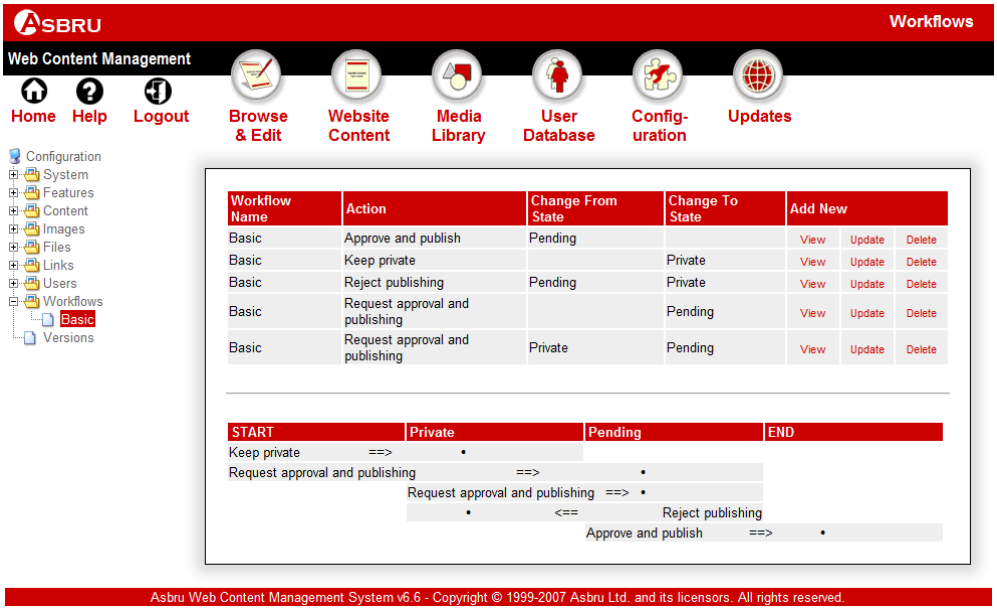
Change From State:	Private
Change To State:	Pending
User Group:	all (administrators)
User Type:	all (administrators)
Website publishers can approve and publish content when it is ready	
Workflow Name:	Basic
Action:	Approve and publish
Change From State:	Pending
Change To State:	
User Group:	Website Publisher
User Type:	all (administrators)
Website publishers can reject publishing content	
Workflow Name:	Basic
Action:	Reject publishing
Change From State:	Pending
Change To State:	Private
User Group:	Website Publisher
User Type:	all (administrators)

The workflow actions above define the described basic workflow. Eventually, a number of additional workflow actions such as the following can be added:

- Allow website administrators to request approval and publishing immediately without first making the content private.
- Allow website administrators to withdraw content awaiting approval and publishing for further editing.
- Allow website administrators and website publishers to cancel the workflow.

Website administrators can request approval and publishing of content immediately	
Workflow Name:	Basic
Action:	Request approval and publishing
Change From State:	
Change To State:	Pending
User Group:	all (administrators)
User Type:	all (administrators)

Website administrators can withdraw requested approval and publishing of content	
Workflow Name:	Basic
Action:	Withdraw requested approval and publishing
Change From State:	Pending
Change To State:	Private
User Group:	all (administrators)
User Type:	all (administrators)
Website administrators can cancel the workflow for private content	
Workflow Name:	Basic
Action:	Cancel workflow
Change From State:	Private
Change To State:	
User Group:	all (administrators)
User Type:	all (administrators)
Website administrators can cancel the workflow for pending content	
Workflow Name:	Basic
Action:	Cancel workflow
Change From State:	Pending
Change To State:	
User Group:	all (administrators)
User Type:	all (administrators)



3.17.6.2 Simple Editor-Manager-Publisher Approval

Example: Website administrators have permission to add new content and to update existing content. When the new/updated content is ready for publishing a manager must first approve the content and then a website administrator with publish permissions must publish the content.

This workflow uses the following workflow states for the content:

- Private
  The added/updated content is being worked on and should not be published.

- Pending
  The added/updated content is ready for publishing and is awaiting approval by a manager.

- Approved
  The added/updated content has been approved by a manager and is awaiting publishing by a website administrator with publish permissions.

This workflow uses the following workflow actions:

- Keep private
  When adding/updating content the website administrator can keep the content private while working on it. This starts the workflow.

- Request approval and publishing
  When the website administrator has finished working on added/updated content he/she can request that the content is approved and published.

- Approve publishing (manager)
  When a website administrator has requested approval and publishing of added/updated content a manager can approve it for publishing and pass it on to a website administrator with publish permissions.

- Reject publishing (manager)
  When a website administrator has requested approval and publishing of added/updated content a manager can reject publishing it and return it to the website administrator.

- Approve publishing (publisher)
  When a website administrator has requested approval and publishing of added/updated content and a manager has approved it a website administrator with publish permissions can publish the content. This ends the workflow.

- Reject publishing (publisher)
  When a website administrator has requested approval and publishing of added/updated content and a manager has approved it a website administrator with publish permissions can reject to publish the content and return it to the manager.

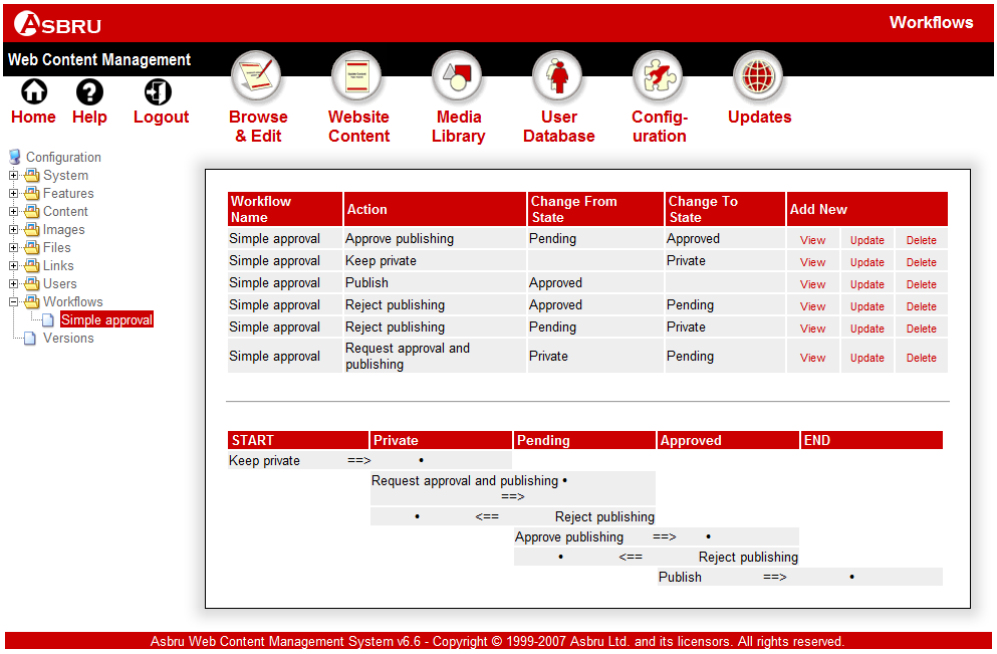
This workflow uses the following website administrator user groups/types:

- All website administrators
  All website administrators may start this workflow to add/update content and to request approval and publishing of the content, so no specific user group/type is required for this. Alternatively, this could be restricted to a limited group/type of website administrators in which a user group/type must be defined and used for these website administrators. For example the user group “Website Editor” and the user type “Employee”.

- Managers
  Only some website administrators have permission to approve content, so a user group/type is required to identify these website administrators. For example the user group “Website Manager” and the user type “Employee”.

- Publishers
  Only some website administrators have permission to publish content, so a user group/type is required to identify these website administrators. For example the user group “Website Publisher” and the user type “Employee”.

Please see the simple approval add-on module for details on how this workflow is implemented with configuration of a number of workflow actions.



3.17.6.3 Two-step Editor-Manager-Legal-Publisher Approval

Example: Website administrators have permission to add new content and to update existing content. When the new/updated content is ready for publishing a manager must first approve the content and then someone else (i.e. the legal department) must also approve the content before a website administrator with publish permissions must publish the content.

This workflow uses the following workflow states for the content:

- Private
  The added/updated content is being worked on and should not be published.

- Pending
  The added/updated content is ready for publishing and is awaiting approval by a manager.

- Approved by manager
  The added/updated content has been approved by a manager and is awaiting approval by the legal department (or someone else).

- Approved
  The added/updated content has been approved by a manager as well as the legal department and is awaiting publishing by a website administrator with publish permissions.

This workflow uses the following workflow actions:

- Keep private
  When adding/updating content the website administrator can keep the content private while working on it. This starts the workflow.

- Request approval and publishing
  When the website administrator has finished working on added/updated content he/she can request that the content is approved and published.

- Approve publishing (manager)
  When a website administrator has requested approval and publishing of added/updated content a manager can approve it for publishing and pass it on to the legal department for approval.

- Reject publishing (manager)
  When a website administrator has requested approval and publishing of added/updated content a manager can reject publishing it and return it to the website administrator.

- Approve publishing (legal)
  When a website administrator has requested approval and publishing of added/updated content and a manager has approved it the legal department can approve it before a website administrator with publish permissions can publish the content.

- Reject publishing (legal)
  When a website administrator has requested approval and publishing of added/updated content and a manager has approved it the legal department can reject it and return it to the manager.

- Approve publishing (publisher)
  When a website administrator has requested approval and publishing of added/updated content and a manager has approved it a website administrator with publish permissions can publish the content. This ends the workflow.

- Reject publishing (publisher)
  When a website administrator has requested approval and publishing of added/updated content and a manager has approved it a website administrator with publish permissions can reject to publish the content and return it to the legal department.

This workflow uses the following website administrator user groups/types:

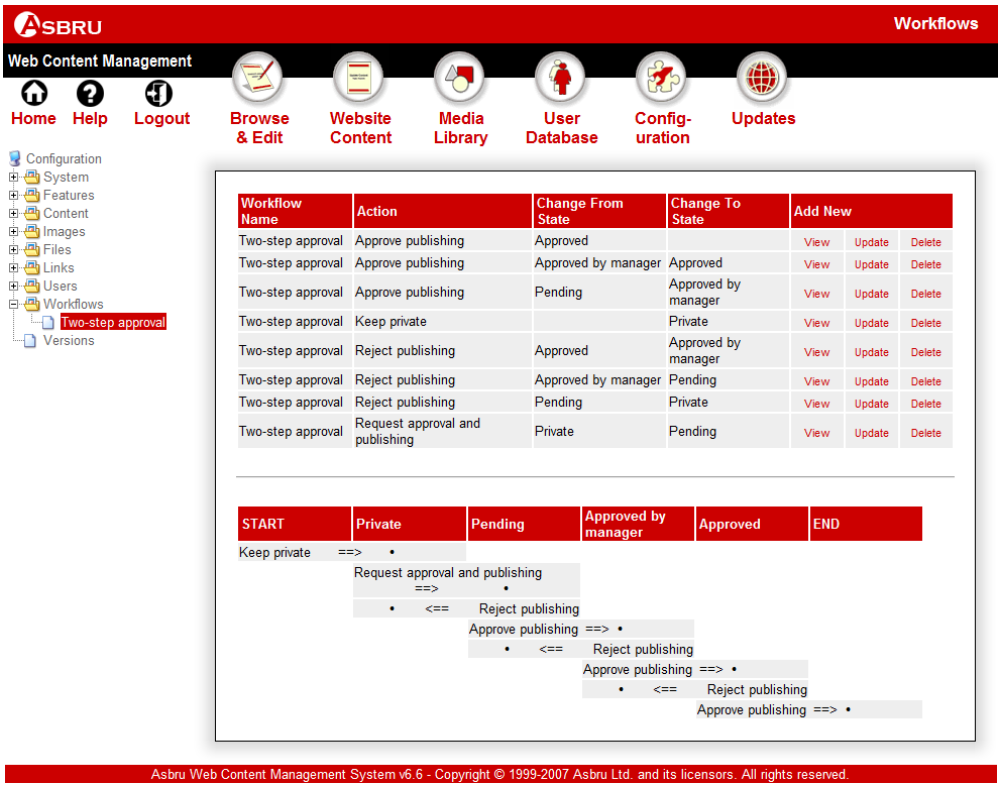
- All website administrators
  All website administrators may start this workflow to add/update content and to request approval and publishing of the content, so no specific user group/type is required for this. Alternatively, this could be restricted to a limited group/type of website administrators in which a user group/type must be defined and used for these website administrators. For example the user group “Website Editor” and the user type “Employee”.

- Managers
  Only some website administrators have permission to approve content initially, so a user group/type is required to identify these website administrators. For example the user group “Website Manager” and the user type “Employee”.

- Legal
  Only some website administrators have permission to further approve content, so a user group/type is required to identify these website administrators. For example the user group “Website Legal Approval” and the user type “Employee”.

- Publishers
  Only some website administrators have permission to publish content, so a user group/type is required to identify these website administrators. For example the user group “Website Publisher” and the user type “Employee”.

Please see the simple approval add-on module for details on how this workflow is implemented with configuration of a number of workflow actions.



3.17.7 Workflow Content Administration

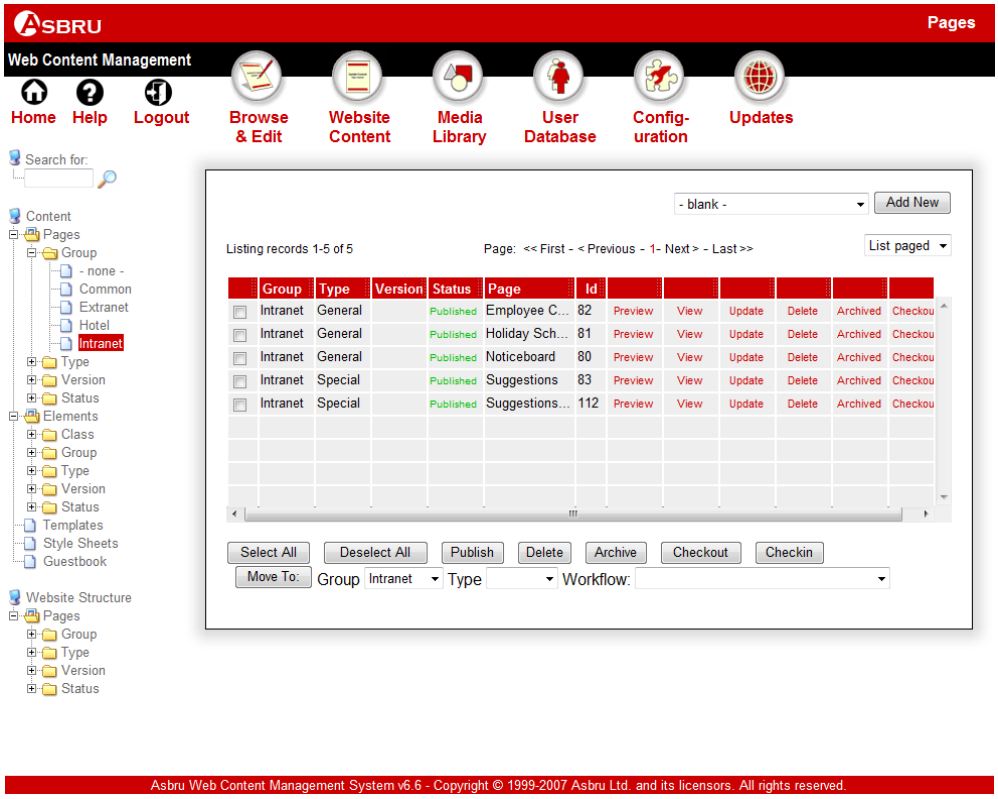
3.17.7.1 Content Administration With Workflow

If the Access Restrictions - Workflow feature is enabled, website administrators will only have access to manage content for which they have access permissions as well as workflow permissions.

Add New, Update and Delete functionality etc. requires website administrators to have access permissions for these actions as described previously. Additionally, website administrators must also have permissions for one or more workflow actions as defined by the workflow definitions – either starting a new workflow or continuing an already started workflow. For content items without access permissions as well as workflow permissions Add New, Update and Delete links will not be available.

For content items currently in an active workflow, the Status column displays the current workflow state followed by the general New/Updated/Published status for the content.

Under the listed content items an additional Workflow select-box is displayed for website administrators to select a workflow action for multiple content items. The left-hand checkboxes for the listed content items can be selected followed by “Publish” or “Move To” to apply the selected workflow action to the selected content items. “Move To” updates the selected content items with the selected workflow action without publishing them. “Publish” updates the selected content items with the selected workflow action and publishes them. Please note that all listed workflow actions may not be available for all listed content items as the listed content items can have different access restrictions and can be in different workflow states etc. If a workflow action is selected for content items for which the workflow action is not permitted the workflow action is simply ignored for those content items and only applied to the other content items for which the workflow action is permitted.



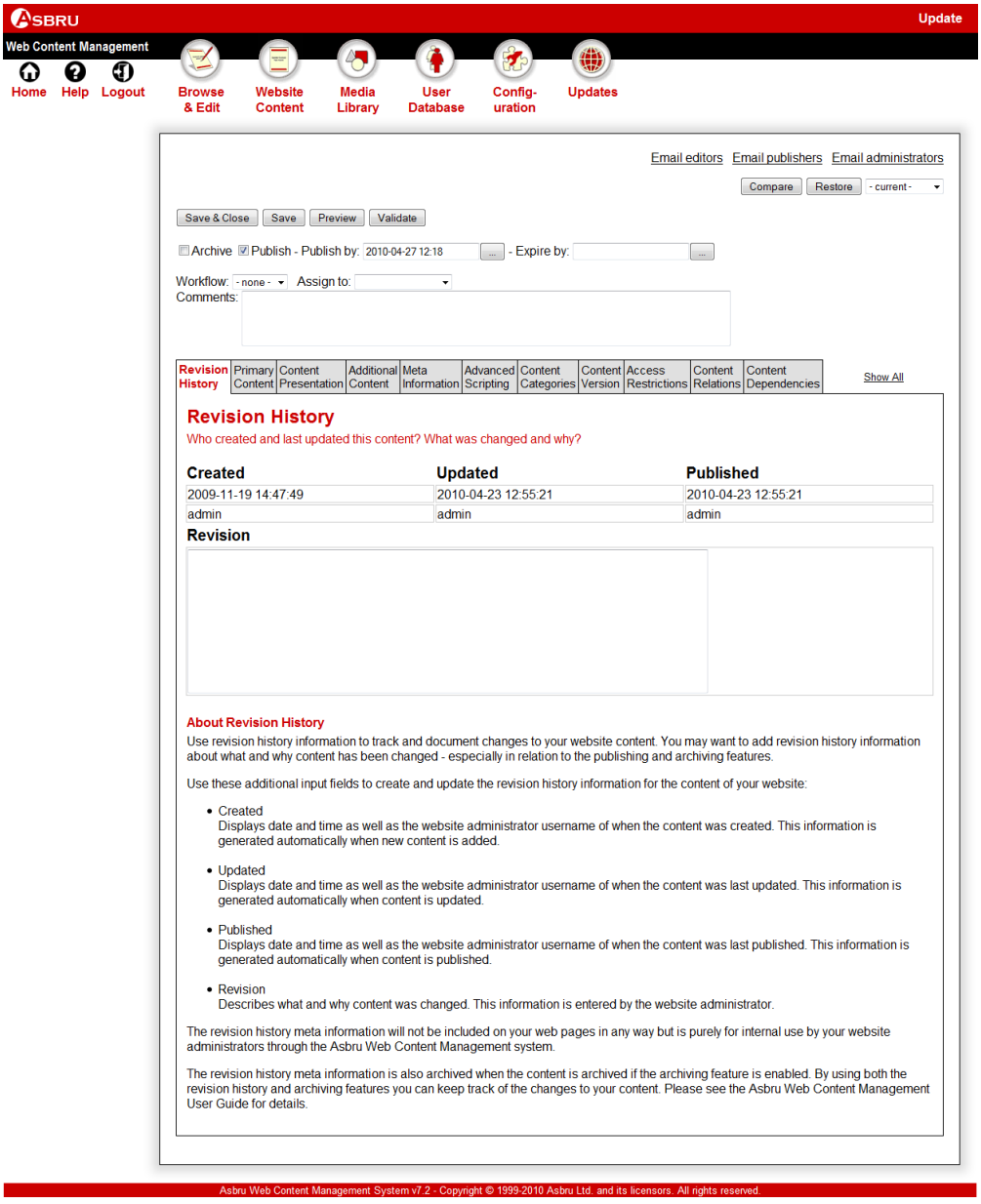
3.17.7.2 Content Editing With Workflow

If the Access Restrictions – Workflow feature is enabled, website administrators will only have access to create and update content attributes for which they have access permissions as well as workflow permissions.

An additional Workflow select-box and an additional Comments input field are displayed when editing content. The Workflow select-box displays the current workflow state for the content as well as a number of options for the various workflow actions which the website administrator has permissions to for the edited content in its current workflow state. Saving the content without selecting one of the Workflow options will save the content without changing its workflow state. Selecting one of the Workflow options and saving the content

will save the content and apply the workflow action to the content and change the content's workflow state as defined for the selected workflow action.

The Comments input field can be used to enter information about the content and further work to be done etc. to the next website administrators in the workflow. The entered Comments are not saved in the web content management system, but are simply emailed to the next website administrators in the workflow. The "@@@comments@@@" special code can be used in the workflow notification emails to display the entered workflow action comments. (Comments which should be saved in the web content management system should be entered in the Revision History input field).



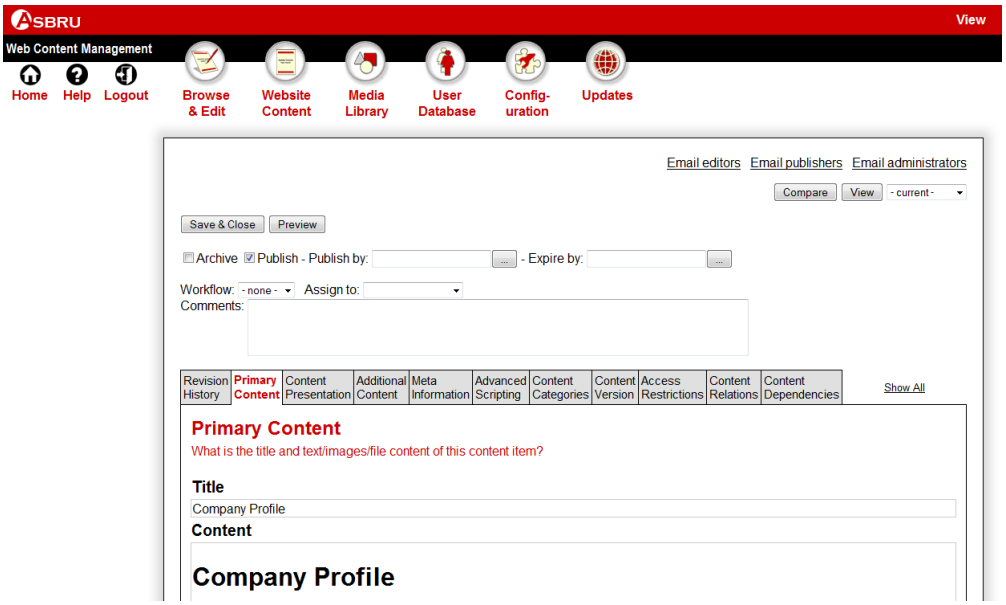
3.17.7.3 Viewing Content With Workflow

If the Access Restrictions - Workflow feature is enabled, website administrators may have access to select workflow actions for content without access permissions to update the content.

Website administrators who do not have access permissions to update a content item but only have access permissions to view the content item may still be allowed/required to apply workflow actions to the content and change its workflow state.

If a website administrator has workflow permissions for a content item in its current workflow state then an additional Workflow select-box and an additional Comments input field are displayed when viewing the content. The Workflow select-box displays the current workflow state for the content as well as a number of options for the various workflow actions which the website administrator has permissions to for the viewed content in its current workflow state. Saving the content without selecting one of the Workflow options will save the content without changing its workflow state. Selecting one of the Workflow options and saving the content will save the content and apply the workflow action to the content and change the content's workflow state as defined for the selected workflow action.

The Comments input field can be used to enter information about the content and further work to be done etc. to the next website administrators in the workflow. The entered Comments are not saved in the web content management system, but are simply emailed to the next website administrators in the workflow.



3.17.8 Related Features

In relation to the workflow features you may also want to enable the checkout/checkin and assign to features to assign content to specific website administrators. Pleasee 3.16 Content Checkout and Checkin for details.

3.18 Multi-Lingual and Other Multi-Version Content

Usually, you will just have a single version of your website, which eventually includes sections targeted at different users of your website. However, you may need multi-lingual or other multi-version content for your website:

- Multi-lingual content for different countries
- Differentiated content details for visitors, customers, partners and employees.
- Differentiated levels of technical content for novices and experts.
- Differentiated levels of explicit content for children and adults.
- Differentiated content for modem, broadband and wireless users.
- Personalised graphic design styles for users.

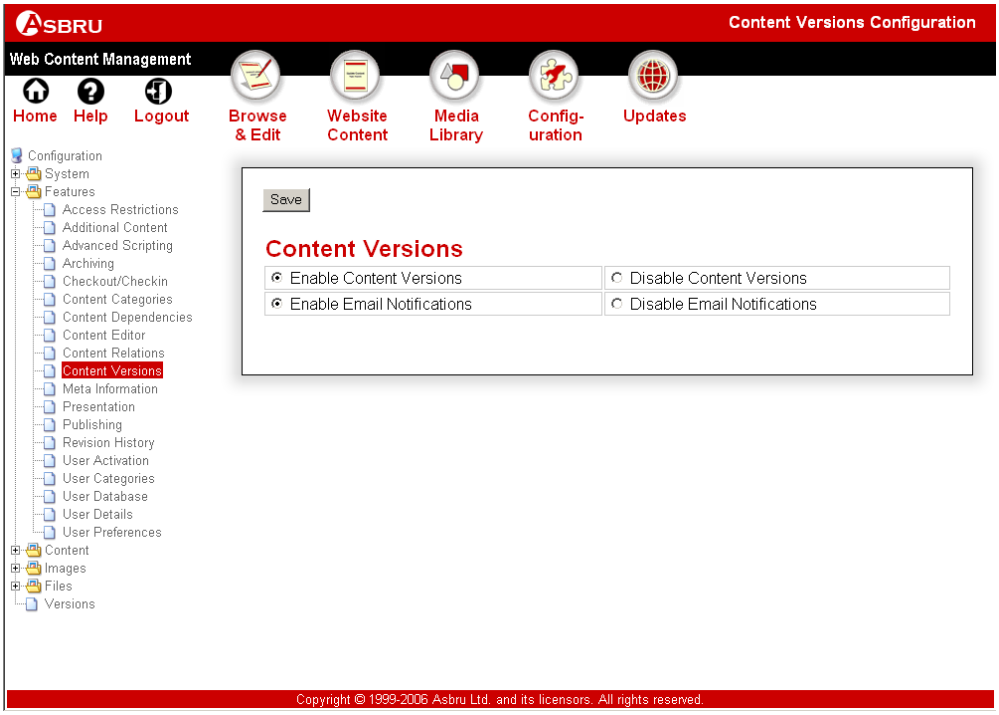
One way to do this is to create and manage multiple separate websites, but an easier and more efficient way may be to use the Content Versions feature. With the Content Versions feature you simply create your primary website content as for a simple single version website. Additionally, you create any number of alternative versions of all or selected parts of your website content. Alternative versions can be created for all your content including pages, elements, templates, style sheets, images, files and links.

The relevant alternative version of your website content will automatically be displayed to your website visitors according to your website configuration and your website visitors' preferences. Where an alternative version of the content is not available, the master/original/default version of the content will be displayed. This way it is very easy and efficient to create and manage multiple versions of your website content.

3.18.1 Content Versions Configuration

Select the Configuration – Features – Content Versions menu item to access the Content Versions configuration. Select Enable Content Versions or Disable Content Versions and Save to enable/disable the Content Versions feature.

Website administrators for alternate versions of content can automatically be notified by email when the master/default version of the content is changed. Select Enable Email Notifications or Disable Email Notifications to enable/disable the Email Notifications feature.



3.18.2 Content Versions Definition

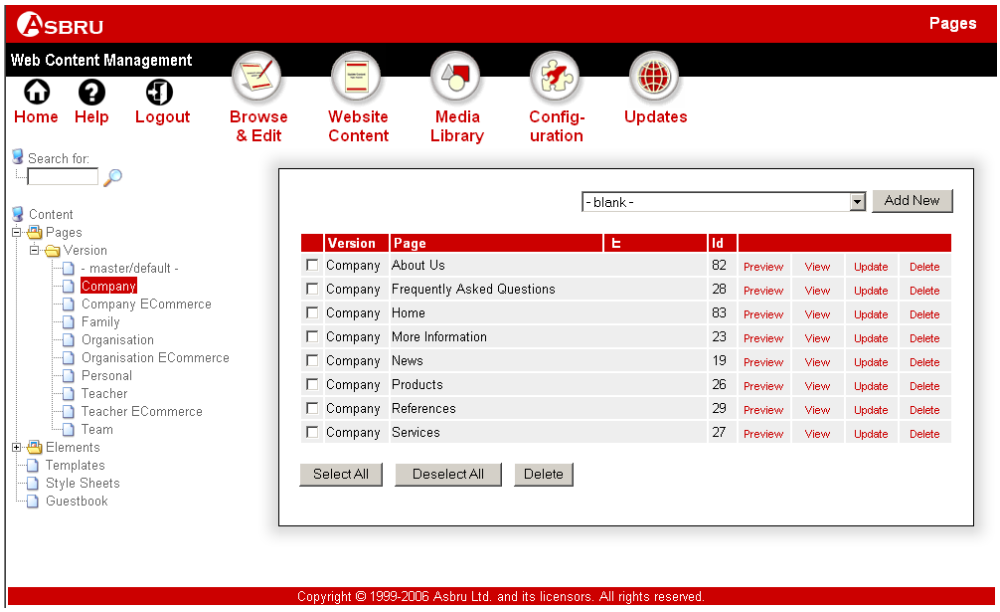
If the Content Versions feature is enabled, you can configure which versions to use for your website.

As default the Asbru Web Content Management system is configured with versions for the different Quickstart Configuration example websites. Please see 1.3 Quickstart Configuration for details.

Select the Configuration – Versions menu item to access the Versions configuration page. Your currently defined content versions are listed. Select Add New, View, Update and Delete to define your content versions.

3.18.3 Content Administration With Content Versions

If the Content Versions feature is enabled, your content and library administration pages give you additional Version menu items to access and manage your content of each version. Selecting one of the Version menu items will only list content of the selected version making it faster and easier to handle large amounts of content. Selecting the Pages, Elements, Images, Files and Links menu items still lists all the content of that class. The content lists include a column displaying each content item's version.



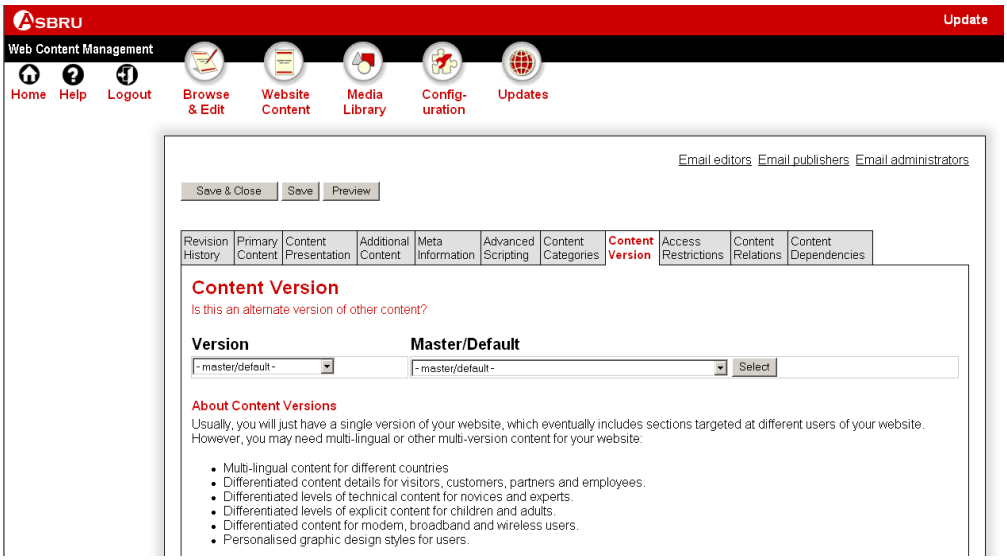
3.18.4 Editing Content Versions

If the Content Versions feature is enabled, the content and library content editor pages give you additional Content Version attributes. Use these additional input fields to define which version each of your content items is:

- Version:
  - Master/Original/Default
    Defines this content to be the "original" version.
  - Named Content Version
    Defines this content to be an alternative version of other "original" content.
- Master/Original/Default:
  - Master/Original/Default
    Defines this content to be the "original" version.
  - Content Title (of existing "original" content)
    Defines this content to be an alternative version of the selected "original" content.

Content can only be defined as "original" content or as an alternative version of other "original" content. First you should create your primary website content consisting of content

defined as Master/Original/Default content. Then you can create your additional websites content consisting of content defined as your different alternative versions of content.



3.18.5 Content Editor – Insert Hyperlinks To Content Versions

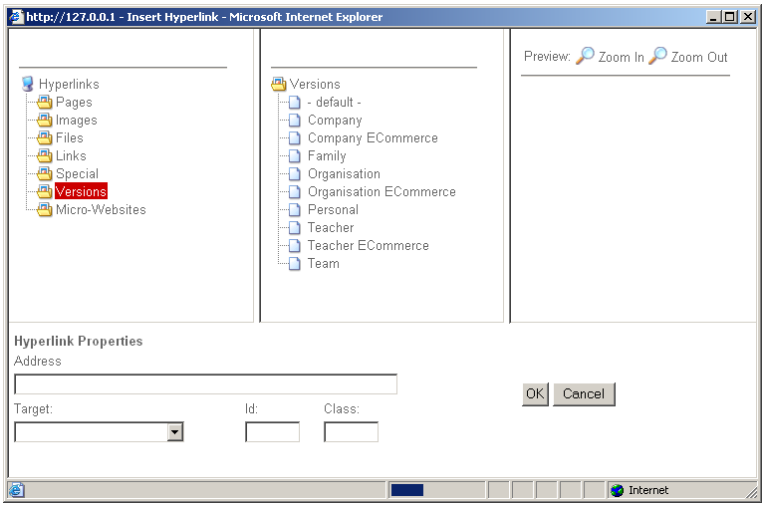
If the Content Versions feature is enabled, the content editor gives you additional Insert Hyperlink options. Please see 2.5.5.4 Insert Hyperlink for details.

Insert Hyperlink gives you access to link directly to any of your web content pages including Master/Original/Default content as well as all alternative versions of your content. Alternative versions of content are displayed with the version name in parenthesis after the content title. Usually, you should not link directly to a specific alternative version of your content, but leave the Asbru Web Content Management system to automatically identify and display the relevant version of your content.

Insert Hyperlink also gives you access to links, which users can select to choose their preferred version of your website content. The additional version links are listed at the bottom of the Insert Hyperlink – Page/File/Link list:

- Default
  Defines Master/Original/Default content to be the preferred content.

- Named Version
  Defines content of the selected version to be the preferred content.



After a user of your website has selected a preferred version of your website content through a version link as described above, the Asbru Web Content Management system will automatically display content of the preferred version as the user browses your website. If an alternative version has been selected as the preferred version, content of that alternative version is displayed if it exists. Otherwise, the Master/Original/Default content is displayed.

3.18.6 Website Configuration – Default Version

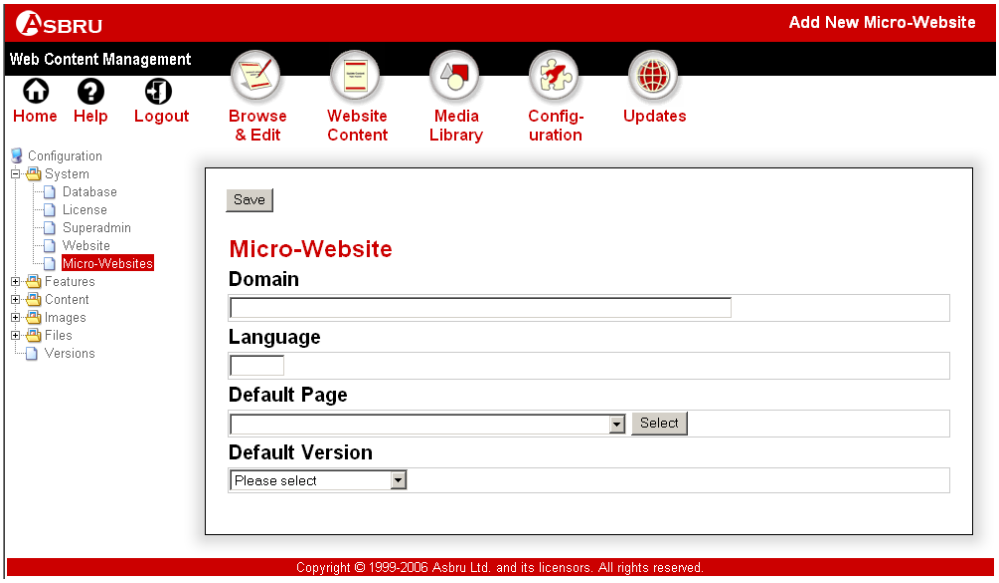
As default Master/Original/Default version content is displayed to your website users. However, you can configure your website to display another variant version of your content as the preferred default version instead. Please see 1.3.5 Website for details.

3.18.7 Micro-Website Configuration – Default Version

As default the same version of your content is displayed for your micro-websites as for your primary website. However, you can configure your micro-websites to display an alternative version of your content as the preferred default version instead.

Select the Configuration – System – Micro-Websites menu item to access the Micro-Website configuration.

If the Content Versions feature is enabled, an additional Default Version attribute is added to your micro-website administration pages. Use this additional input field to define the preferred default version of your content for each of your micro-websites.



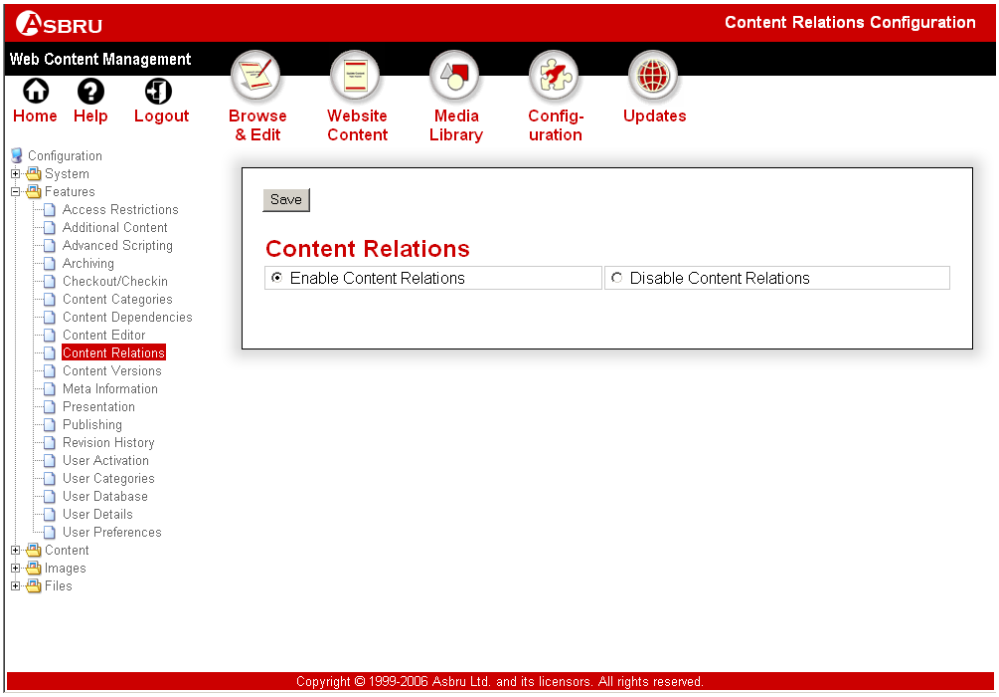
If an alternative version is defined as the preferred version of your website content for a micro-website as described above, the Asbru Web Content Management system will automatically display content of the preferred version as the user browses your micro-website. If an alternative version has been selected as the preferred version, content of that alternative version is displayed if it exists. Otherwise, the Master/Original/Default content is displayed.

3.19 Content Relations and Dynamic Navigation Menus

Usually, you will simply create links to your website pages in your website navigation menu and/or toolbar and links between your website pages. However, you may also want to create templates with generic navigation links such as Up, Previous and Next, or you may want to create automated slideshow presentation website pages. This is possible using the Content Relations feature. Any number of Media Library images, files and links can also be associated with pages and products.

3.19.1 Content Relations Configuration

Select the Configuration – Features – Content Relations menu item to access the Content Relations configuration. Select Enable Content Relations or Disable Content Relations and Save to enable/disable the Content Relations feature.



3.19.2 Editing Content Relations

If the Content Relations feature is enabled, additional Content Relations attributes are added to the Page, Element, Template, Image, File and Link content editor pages. Use these additional input fields define relations between your website content, for which you want to use generic navigation links or create automated slideshow presentations. You can define the relations between website content as a multi-level hierarchy:

- Page Top
  Defines the highest-level start-page for this content.

- Page Up
  Defines the higher-level content in relation to this content.

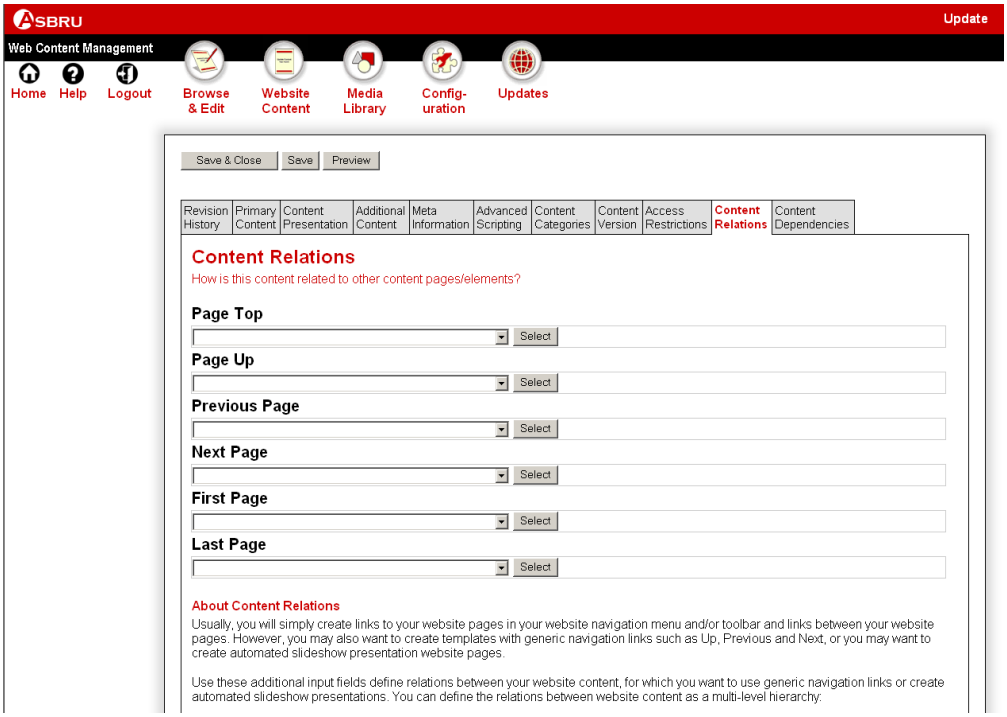
- Previous Page
  Defines the sequentially previous content in relation to this content.

- Next Page
  Defines the sequentially next content in relation to this content.

- First Page
  Defines the sequentially first content within the level of this content.

- Last Page
  Defines the sequentially last content within the level of this content.

Generic navigation links, which link to the selected Content Relations pages, can be inserted into your templates as described in the following section.



3.19.3 Content Editor – Insert Hyperlinks To Related Content

If the Content Relations feature is enabled, the content editor gives you additional Insert Hyperlink options.

Insert Hyperlink will still give you access to link directly to any of your web content pages as well as indirectly to the related web content pages as defined by your content relations. The additional content relations links are listed at the bottom of the Insert Hyperlink – Page/File/Link list:

- Page Top
  Links to the highest-level start-page for this content.

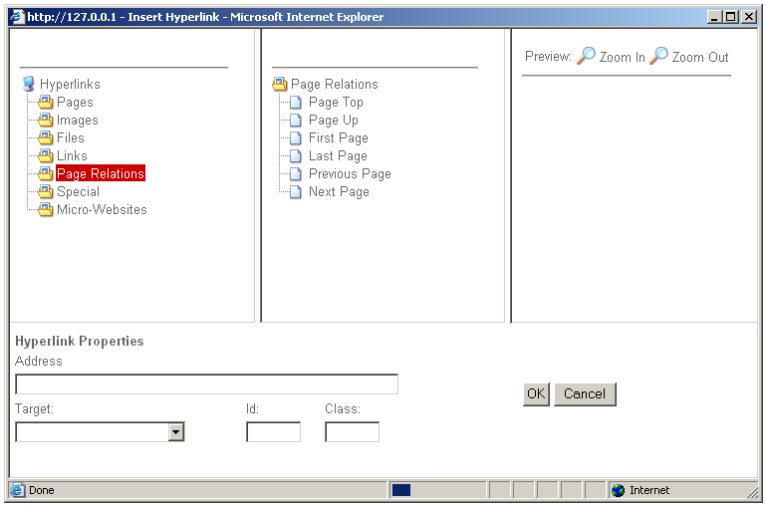
- Page Up
  Links to the higher-level content in relation to this content.

- Previous Page
  Links to the sequentially previous content in relation to this content.

- Next Page
  Links to the sequentially next content in relation to this content.

- First Page
  Links to the sequentially first content within the level of this content.

- Last Page – links to the sequentially last content within the level of this content.



3.19.4 Related Features

When your website content is displayed the links will automatically be modified to lead to the related content as defined for the currently displayed content.

Using "@@@list:…@@@" special codes dynamically generated lists of related pages, images, files and links etc. can be displayed. Please see 3.22.7 Content Lists for details.

Using the navigation menu custom extension dynamically generated navigation menus can be displayed. Please see 8.3.2 Navigation Menus for details.

Combined with Dynamic HTML scripting such content relation links can also be used to create automated slideshow presentations. Please see 3.2 Advanced Scripting for Dynamic HTML for details.

3.20 Content Editor and File Upload Components

As default the Asbru Web Content Management system uses the Asbru Web Content Editor to edit your content pages, elements and templates. Due to differences in supported web browser technologies, there are different versions of the Asbru Web Content Editor. As default the best version of the Asbru Web Content Editor is selected for your web browser automatically. However, you can also configure the Asbru Web Content Management system to use a specific version of the Asbru Web Content Editor, only.

3.20.1 Content Editor Configuration

Select the Configuration – Features – Content Editor menu item to access the Content Editor configuration. Select your preferred Content Editor and File Upload options and Save to configure the Content Editor feature.

The primary Content Editor configuration options are which content editor to use:

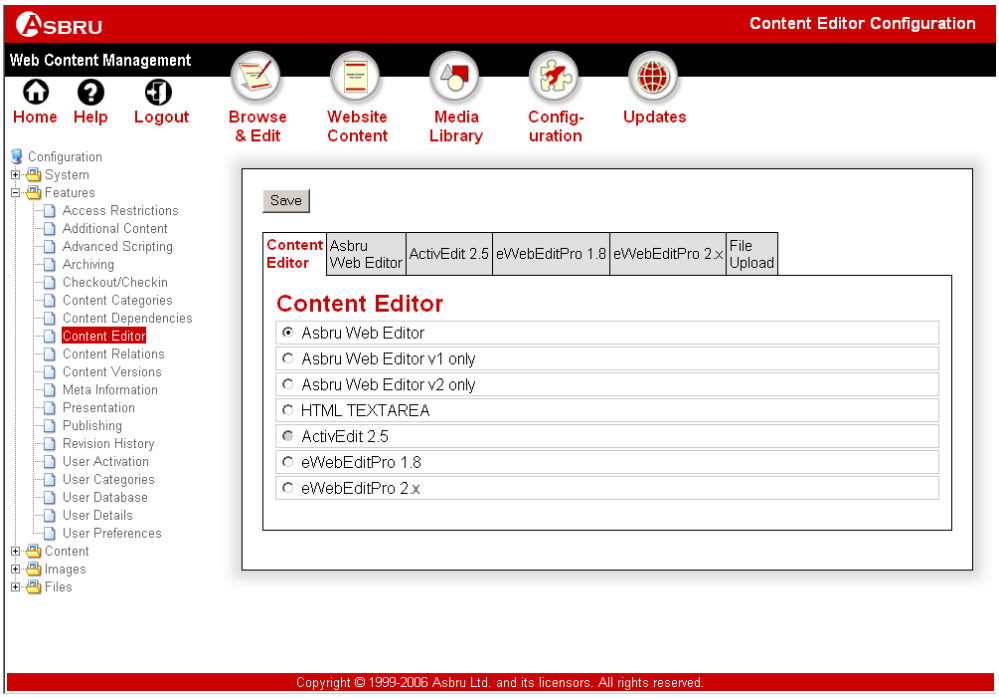
- Asbru Web Content Editor
  Use the built-in visual What-You-See-Is-What-You-Get Asbru Web Content Editor and automatically detect and select the best Asbru Web Content Editor version for your web

browser. This requires website administrators to use recent versions of Microsoft Windows Internet Explorer (4.0 or newer) or Mozilla-based web browsers (Mozilla version 1.3 or newer) (Mozilla Firefox version 0.7 or newer) (Netscape version 7.1 or newer). For other web browsers the simple HTML TEXTAREA text editor is used.

- Asbru Web Content Editor v1 only
  Use the built-in visual What-You-See-Is-What-You-Get Asbru Web Content Editor v1 only. This requires website administrators to use recent versions of Microsoft Windows Internet Explorer (4.0 or newer). For other web browsers the simple HTML TEXTAREA text editor is used.

- Asbru Web Content Editor v2 only
  Use the built-in visual What-You-See-Is-What-You-Get Asbru Web Content Editor. This requires website administrators to use recent versions of Microsoft Windows Internet Explorer (5.5 or newer) or Mozilla-based web browsers (Mozilla version 1.3 or newer) (Mozilla Firefox version 0.7 or newer) (Netscape version 7.1 or newer). For other web browsers the simple HTML TEXTAREA text editor is used.

- HTML TEXTAREA
  Use the standard web browser simple text editor. This requires website administrators to limit content to simple unformatted text or edit raw HTML code which requires specialist knowledge.



Website administrators may be allowed to upload new images directly from the content editor pages or be restricted to only upload new images through the library administration:

- Enable Image Upload
  Allow upload of new images directly from the content editor.

- Disable Image Upload
  Disable upload of new images directly from the content editor. Upload of new images can only be done through the library administration.

A number of additional configuration options are available for the Asbru Web Content Editor:

- HTML Format
  As default the output from the web content editor is the HTML code generated by the web browser. Different web browsers format the generated HTML code in different ways. Alternatively, the web content editor may be configured to reformat the HTML code generated by the web browser a more uniform and standards compliant HTML format or in XHTML format before/when the content is saved.

- Input field size
  As default the web content editor input field size is 100% of the available width in the web browser window and 450 pixels high. To use the default input field size, leave the width and height configuration options blank, or enter the width and/or height to be used for the web content editor input field.

- Output On Enter Key
  As default the web content editor use the web browsers' default output when the Enter key is pressed. Different web browsers may generate different output. Some web browsers may insert a paragraph on Enter and a line break on Shift+Enter, and other web browsers may insert a line break on Enter and a paragraph on Shift+Enter. To use the default web browser output, leave the configuration options blank. To override the web browser defaults you can configure the HTML code that the web content editor should insert when the Enter key is pressed. The output can be any HTML code or plain text.

- Toolbar
  The default web content editor toolbar includes all buttons/options supported by the web content editor. However, you may want to configure the web content editor to use another pre-defined configuration or to rearrange the toolbar buttons/options or to remove some buttons/options from the toolbar - for example to require users to use style sheet styles instead of direct formatting using bold, italics and underscore etc.

  To configure a pre-defined toolbar configuration, select one of the pre-defined toolbar options:

  - Default
    Three line toolbar with toolbar buttons and drop-down menus for all the web content editor functionality.

  - Compact
    Two line toolbar with toolbar buttons and drop-down menus for all the web content editor functionality.

  - Full
    Expanded toolbar with toolbar buttons for all the web content editor

functionality directly in the toolbar.

- Minimal
  Reduced toolbar without text formatting toolbar buttons and drop-down menus except for styles.

To configure a custom toolbar for the web content editor, enter the toolbar button/option names to be displayed separated by spaces. The default toolbar button/option names are:

- formatclass formatblock fontname fontsize bold italic underline forecolor backcolor superscript subscript strikethrough help
- cut copy paste clean removeformat delete selectall undo redo specialcharacter insertmedia iframe createlink mailto anchor unlink inserthorizontalrule insertorderedlist insertunorderedlist outdent indent justifyleft justifycenter justifyright justifyfull nobr
- createtable tableproperties insertcaption insertrowhead insertrowfoot rowproperties insertrowabove insertrowbelow deleterow splitcellrows columnproperties insertcolumnleft insertcolumnright deletecolumn splitcellcolumns cellproperties insertcellleft insertcellright deletecell splitcell mergecells import find printbreak print preview
- form submitbutton resetbutton backbutton imagebutton file button text password hidden textarea checkbox radio select position forwards backwards front back abovetext belowtext box spellcheck viewdetails viewsource save

A different custom toolbar can also be configured for each website administrator - for example to give some website administrators access to basic functionality only while other website administrators have access to all functionality. Please see 3.14 Personal Website Administrator Preferences for details.

- Format Options
  The web content editor "format" options to be used. The default options are:

  Normal=<p>
  Paragraph=<p>
  Formatted=<pre>
  Heading 1=<h1>
  Heading 2=<h2>
  Heading 3=<h3>
  Heading 4=<h4>
  Heading 5=<h5>
  Heading 6=<h6>
  Numbered List=
  Bulleted List=
  Directory List=<dir>
  Menu List=<menu>
  Definition Term=<dt>
  Definition=<dd>
  Address=<address>

- Font Name Options
  The web content editor "font name" options to be used. The default options are:

  Times New Roman=Times New Roman
  Helvetica,Arial=Helvetica,Arial
  Helvetica=Helvetica
  Arial=Arial
  Courier=Courier

- Font Size Options
  The web content editor "font size" options to be used. The default options are:

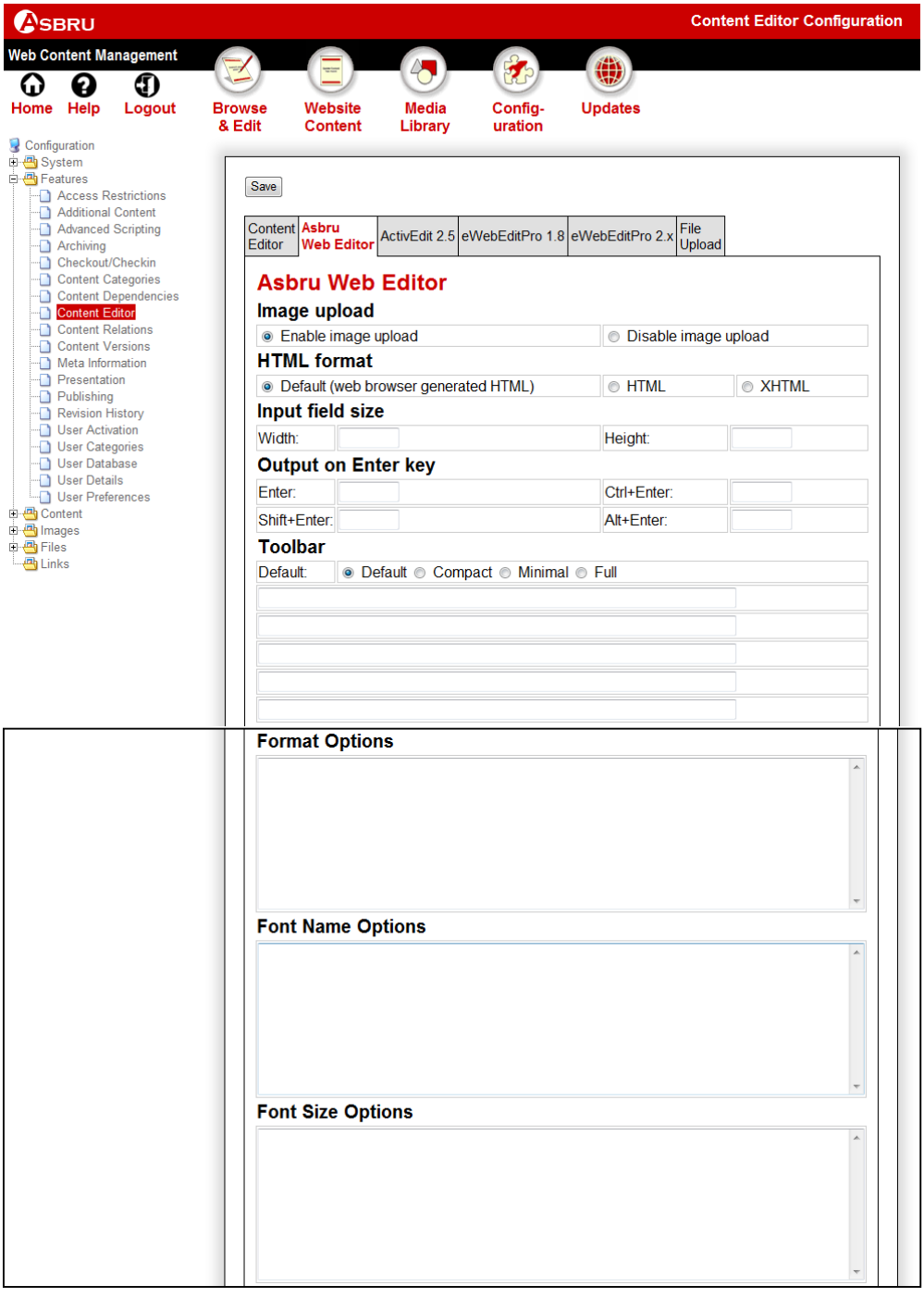
  8=1
  10=2
  12=3
  14=4
  18=5
  24=6
  36=7

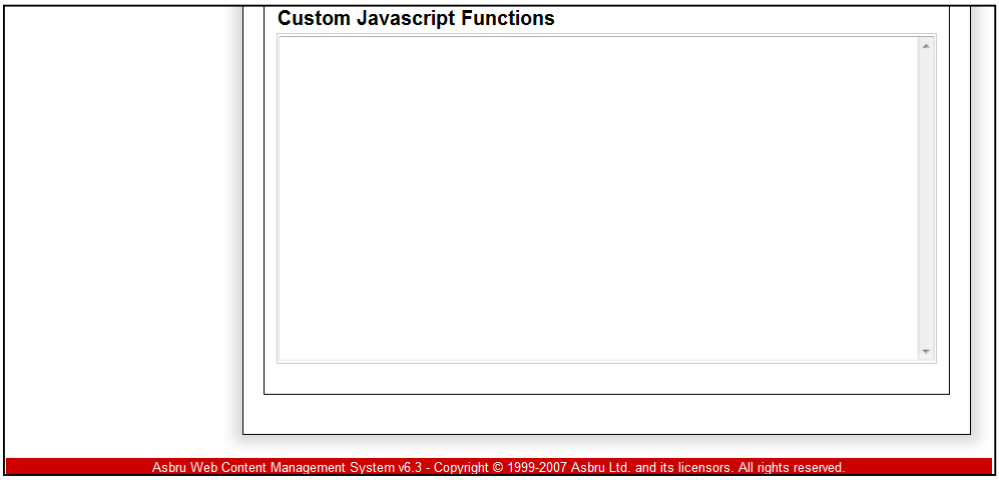
- Custom Javascript Functions
  Additional custom Javascript functions can be added to the web content editor toolbar and existing functionality can be replaced with custom Javascript functions.

  To add a custom toolbar button and Javascript function add a custom toolbar button named "hello" as described above, and enter the following Javascript function:

```
function webeditor_custom_hello( ) {
  alert('Hello');
}
```

  This example simply displays a "Hello" message when the "hello" toolbar button is selected, but the Javascript function could paste content into the web content editor or modify the web content editor content in other ways. Please see the Asbru Web Content Editor User & Developer Guide for details on custom toolbar buttons and Javascript functions and the Asbru Web Content Editor Javascript API.

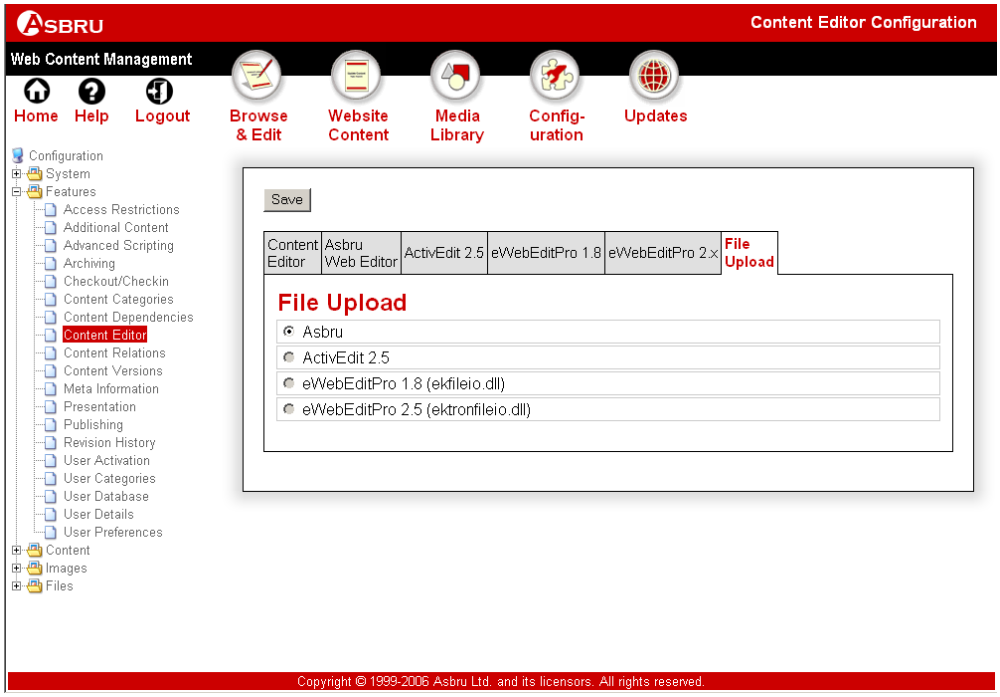

ASBRU
Content Editor Configuration
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Config-uration
Updates
Configuration
System
Features
Access Restrictions
Additional Content
Advanced Scripting
Archiving
Checkout/Checkin
Content Categories
Content Dependencies
Content Editor
Content Relations
Content Versions
Meta Information
Presentation
Publishing
Revision History
User Activation
User Categories
User Database
User Details
User Preferences
Content
Images
Files
Links
Save
Content Editor
Asbru Web Editor
ActivEdit 2.5
eWebEditPro 1.8
eWebEditPro 2.x
File Upload
Asbru Web Editor
Image upload
Enable image upload
Disable image upload
HTML format
Default (web browser generated HTML)
HTML
XHTML
Input field size
Width:
Height:
Output on Enter key
Enter:
Ctrl+Enter:
Shift+Enter:
Alt+Enter:
Toolbar
Default:
Default
Compact
Minimal
Full
Format Options
Font Name Options
Font Size Options



Finally, the file upload component to be used for image and file upload can be configured:

- Asbru
  Use the built-in Asbru Web Content Management system file upload feature.

Usually, you should select the Asbru file upload option, even if you use one of the third-party content editor products. The third-party file upload components may not support all the more advanced features of the Asbru Web Content Management system.



3.21 Content Dependencies

As default content items, which other content items and website settings depend on, cannot be deleted. Before content items, which other content items and website settings depend on, can be deleted all content dependencies must be removed. Alternatively, the web content management system can be configured to permit deletion of content items, which other content items and website settings depend on. Please note that the superadmin website administrator can always delete content items regardless of eventual content dependencies.

3.21.1 Content Dependencies Configuration

As default a content item, which other content items and website settings depend on, cannot be deleted. However, the web content management system can be configured to permit deletion of content items, which other content items and website settings depend on.

Select the Configuration – Features – Content Dependencies menu item to access the Content Dependencies configuration. Select your preferred Content Dependencies option and Save to configure the Content Dependencies feature:

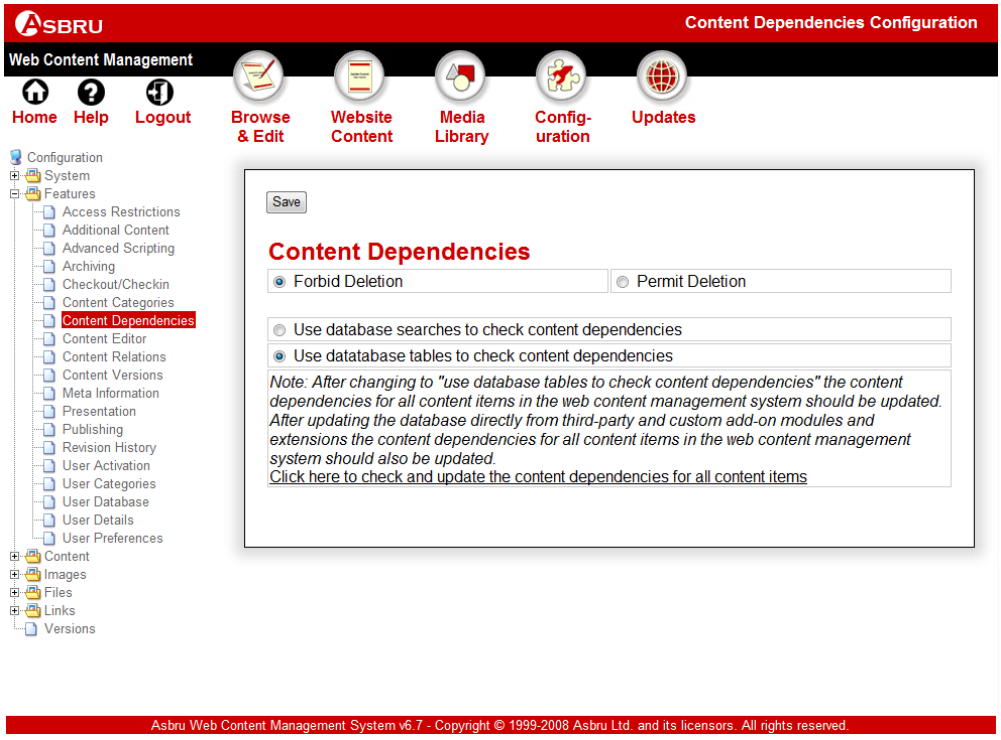
- Forbid Deletion
  Content items, which other content items and website settings depend on, cannot be deleted. Please note that the superadmin website administrator can always delete content items regardless of eventual content dependencies.

- Permit Deletion
  Content items, which other content items and website settings depend on, can be deleted.

Technically, the web content management system can check your content items for content dependencies in two different ways:

- Use database searches to check content dependencies.
  All content items will be searched for links using “substring” database searches. This way the content dependencies will always be up-to-date. However, please note that all database servers may not handle “substring” databases searches efficiently, so if you have a large number of content items the content dependencies check using database searches may be slow.

- Use datatabase tables to check content dependencies
  The web content management system will keep track of content dependencies in special database tables. This way the content dependencies checking can be done efficiently. However, please note that if you add, update and delete content items in the web content management system directly from your own and third-party programs then the special content dependencies database tables will not automatically be updated and the registered content dependencies may be wrong. To keep the registered content dependencies up-to-date your own and third-party programs should add, update and delete content items in the web content management system using the web content management system’s programming interfaces. Alternatively, you can use the “Click here to check and update the content dependencies for all content items” link to update the content dependencies for all content items after making changes directly in the web content management system database from your own and third-party programs.



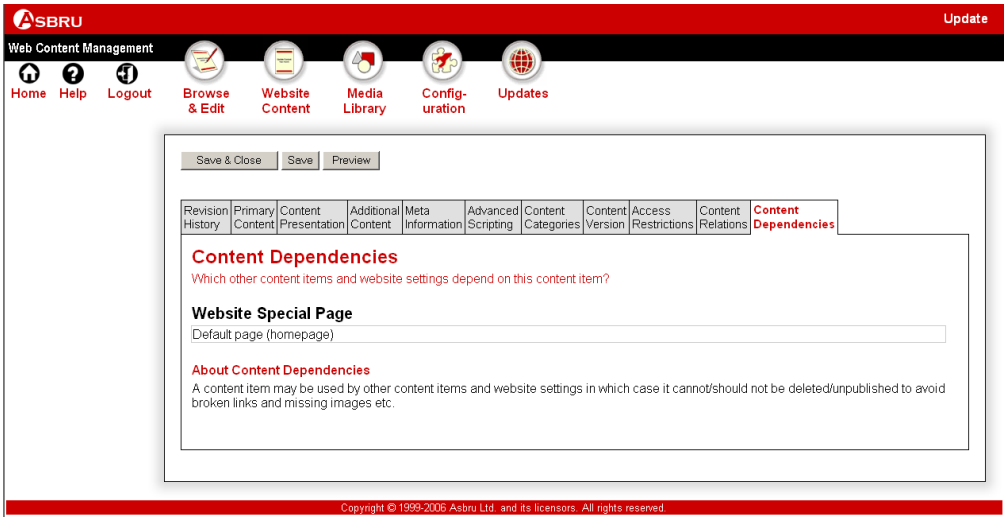
3.21.2 Viewing Content Dependencies

The content dependencies for a content item can be viewed on the Content Dependencies tab when viewing, updating and deleting a content item in the Website Content and Media Library administration sections. Content dependencies are:

- If a content item is configured as the default website template or style sheet.
- If a content item is configured as the default page (homepage) or another special page.
- If a content item is configured as the default page for a micro-website.
- If other content items include or link to a content item.
- If a content item is the Content Presentation template or style sheet for other content items.
- If a content item is the default/master version for alternative content versions.
- If a content item is part of a Page Relations hierarchy or sequence with other content items.
- If a content item is used as an Additional Content element for other content items.

A content item's dependencies are listed on the Content Dependencies tab.

If you try to delete a content item, which other content items and website settings depend on, a warning is displayed.



3.22 Special Content

Most of your website content is easily created and updated using the web content editor without any specialist technical knowledge. However, a few special content items require some simple specialist technical knowledge in the form of HTML coding. These special content items are described in the following sections.

To create and update these special content items, you cannot simply use the visual web content editor features. You need to access and edit the actual HTML codes, which your Pages, Elements and Templates consist of. Even though HTML codes are a simple form of programming, they are relatively easy to understand and edit even for non-specialists. You can access and edit the HTML codes of your content items through the Show HTML feature of the web content editor. Please see 2.5.9.9 Show for details.

3.22.1 Contact Form

Your website may include contact forms, which your website visitors can use to you send their feedback etc.

A contact form must define the number, names, types and sizes of input fields, which your website visitors can fill out and send to you. The HTML code for a simple example contact form and what the different HTML codes mean are:

<FORM action="/contact.aspx" method="post">	Defines the web address of the Asbru Web Content Management script/program, which receives the contact form data and emails them to you.
<INPUT type="hidden" name="to" value="nobody@asbrusoft.com">	Defines which email address the contact form should be emailed to. Please note that the contact form can only be emailed to one of the configured email addresses for your website. If this parameter is not specified, the contact form is emailed to the default email address configured for your website. Please see 2.8.1.4.3 Email for details.

<P>Subject:</P>	Displays the text “Subject:”.
<INPUT size="40" name="subject">	Defines that your website visitors can enter text into a 40 characters wide text input field named “subject”. This will be the subject of the email you receive.
<P>Message:</P>	Displays the text “Message:”.
<TEXTAREA name="message" rows="10" cols="40"></TEXTAREA>	Defines that your website visitors can enter text into a 10 lines tall and 40 characters wide text input field named “message”.
<P>Contact details:</P>	Displays the text “Contact details:”.
<P>Name:</P>	Displays the text “Name:”.
<INPUT size="40" name="name">	Defines that your website visitors can enter text into a 40 characters wide text input field named “name”.
<P>Company:</P>	Displays the text “Company:”.
<INPUT size="40" name="company">	Defines that your website visitors can enter text into a 40 characters wide text input field named “company”.
<TEXTAREA name="address" rows="3" cols="40"></TEXTAREA>	Defines that your website visitors can enter text into a 3 lines tall and 40 characters wide text input field named “address”.
<P>Phone:</P>	Displays the text “Phone:”.
<INPUT size="40" name="phone">	Defines that your website visitors can enter text into a 40 characters wide text input field named “phone”.
<P>Email:</P>	Displays the text “Email:”.
<INPUT size="40" name="email">	Defines that your website visitors can enter text into a 40 characters wide text input field named “email”.
<P>Website:</P>	Displays the text “Website:”.
<INPUT size="40" name="website">	Defines that your website visitors can enter text into a 40 characters wide text input field named “website”.
<INPUT type="submit" value="Send">	Displays a button with the text “Send”, which your website visitors select to submit the contact form.
<INPUT type="hidden" value="/page.aspx?id=47" name="redirect">	Defines which of your content pages should be displayed to your website visitor after sending the contact form. The value “/page.aspx?id=47” is the web address which the website visitor is redirected to after sending the contact form. This value can replaced by any other web address, such as the ones generated using the Insert Hyperlink feature of the web content editor.
</FORM>	Defines the end of the contact form.

Your contact forms should always include a “subject” input field, as that will be the Subject of the email you receive. Besides that you can add any number of additional input fields

similar to the “subject” and “message” examples above. Only, make sure to give each input field a different meaningful name.

Recommended input field names to use where appropriate are: “subject”, “name”, “company”, “address”, “phone”, “email” and “message” as input fields with these names are displayed first in the email sent to you. However, you can use any other/additional names you like as well.

Besides adding/editing these special HTML codes, you can use the visual web content editor to add other content and arrange it and the input fields just like any other content. You just need to be careful not to delete any of the special HTML codes and to make sure that all INPUT and TEXTAREA codes are located between the two FORM codes.

3.22.2 Login Form

If you use the Access Restrictions feature to restrict access to some of your website content to registered users, you need a login form page, which prompts your website users for their username and password when they try to access restricted content.

A login form must define the input fields, which your website visitors are prompted to fill out to login to your website. The HTML code for a simple example login form and what the different HTML codes mean are:

<FORM action=/login_post.aspx method=post>	Defines the web address of the Asbru Web Content Management login script/program.
<P>Username:</P>	Displays a new paragraph divider followed by the text “Username:”.
<INPUT name=username>	Defines that your website visitors can enter text into an input field named “username”.
<P>Password:</P>	Displays a new paragraph divider followed by the text “Password:”.
<INPUT type=password name=password>	Defines that your website visitors can enter “masked” text into an input field named “password”.
<P></P>	Displays blank line.
<INPUT type=submit value=Login>	Displays a button with the text “Login”, which your website visitors select to submit the login form.
</FORM>	Defines the end of the contact form.

Your login form should always include “username” and “password” input fields, as that is what the Asbru Web Content Management login script/program requires.

Besides adding/editing these special HTML codes, you can use the visual web content editor to add other content and arrange it and the input fields just like any other content. You just need to be careful not to delete any of the special HTML codes and to make sure that the two INPUT codes are located between the two FORM codes.

3.22.3 Search Form

Your website may include search forms, which your website visitors can use to search your website for pages with specific information.

A search form must define a search input field, which your website visitors can enter their search queries into. The HTML code for a simple example search form and what the different HTML codes mean are:

<FORM action=/search.aspx method=get>	Defines the web address of the Asbru Web Content Management script/program, which searches your website.
Search:	Displays the text “Search:”.
<INPUT size=20 name=search>	Defines that your website visitors can enter text into a 20 characters wide text input field named “search”. This will be the search query.
<INPUT type=submit value=Go>	Displays a button with the text “Go”, which your website visitors select to submit the search form.
</FORM>	Defines the end of the search form.

Your search forms should always include a “search” input field, as that will be the search query used to search your website.

As default all content items are searched, but additional search form parameters can be added to search specific content classes, groups and types as well as custom meta information and product details only. Multiple content classes, groups and types can be specified as a single parameter separated by commas or as multiple parameters. Multiple custom meta information and product details can be specified as multiple parameters.

The additional search form parameter input fields can be "hidden" as well as visible text, select, checkbox and radio button input fields. The following examples only use "hidden" input fields.

<INPUT type="hidden" name="contentclass" value="page,file>	Defines that only "page" and "file" content classes should be searched.
<INPUT type="hidden" name="contentclass" value="page"> <INPUT type="hidden" name="contentclass" value="file">	Defines that only "page" and "file" content classes should be searched.
<INPUT type="hidden" name="contentgroup" value="foo,bar">	Defines that only content of the content groups named "foo" and "bar" should be searched.
<INPUT type="hidden" name="contentgroup" value="foo"> <INPUT type="hidden" name="contentgroup" value="bar">	Defines that only content of the content groups named "foo" and "bar" should be searched.
<INPUT type="hidden" name="contenttype" value="foo,bar">	Defines that only content of the content types named "foo" and "bar" should be searched.
<INPUT type="hidden" name="contenttype" value="foo"> <INPUT type="hidden" name="contenttype"	Defines that only content of the content types named "foo" and "bar" should be searched.

value="bar">	
<INPUT type="hidden" name="metainfo_foobar" value="foo"> <INPUT type="hidden" name="metainfo_foobar" value="bar">	Defines that only content where the custom meta information attribute named "foobar" has the value "foo" or the value "bar" should be searched.
<INPUT type="hidden" name="productinfo_foobar" value="foo"> <INPUT type="hidden" name="productinfo_foobar" value="bar">	Defines that only content (products) where the custom product details attribute named "foobar" has the value "foo" or the value "bar" should be searched.

As default your search results are displayed using the default search results pages as configured for your website through the "Default search results page" and "Default search results entry" settings (Please see 1.3.5 Website for details).

Alternatively, you can define the search results page and/or search results entry to be used as part of your search form by adding additional hidden input fields:

<FORM action=/search.aspx method=get>	Defines the web address of the Asbru Web Content Management script/program, which searches your website.
<INPUT type=hidden name=id value=ID>	Defines the "search results page" content page to be used to display the search results. The "ID" should be replaced with the id number of the "search results page" content page to be used.
<INPUT type=hidden name=searchresult value=ID>	Defines the "search results entry" content page to be used to display each search result entry. The "ID" should be replaced with the id number of the "search results entry" content page to be used.
Search:	Displays the text "Search:".
<INPUT size=20 name=search>	Defines that your website visitors can enter text into a 20 characters wide text input field named "search". This will be the search query.
<INPUT type=submit value=Go>	Displays a button with the text "Go", which your website visitors select to submit the search form.
</FORM>	Defines the end of the search form.

Besides adding/editing these special HTML codes, you can use the visual web content editor to add other content and arrange it and the input fields just like any other content. You just need to be careful not to delete any of the special HTML codes and to make sure that all INPUT codes are located between the two FORM codes.

3.22.4 Search Results Page

Your website needs a special "search results page" content page to display search results to your website visitors when they search your website.

This page must be created just like any other regular content page except for the inclusion of a simple special code similar to the codes used in content templates:

@@@searchresults@@@	Defines where the actual search results are to be inserted.

Besides adding/editing these special HTML codes, you can use the visual web content editor to add other content and arrange it and the special code just like any other content.

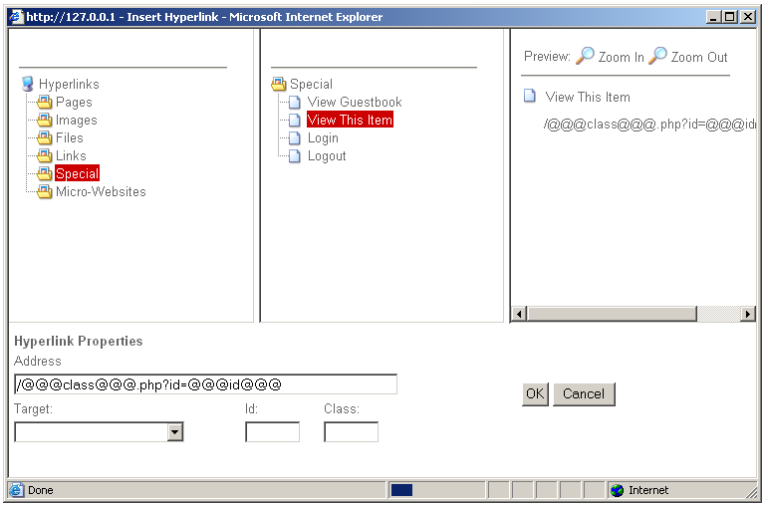
3.22.5 Search Results Entry

Your website needs a special "search results entry" content page to display search results to your website visitors when they search your website. The "search results entry" content page is repeated for each of your website content pages that matches your website visitors' search queries, and it defines what and how information about each search results entry should be displayed.

This page must be created just like any other regular content page except for the inclusion of simple special codes similar to the codes used in content templates:

@@@id@@@	Defines where each search result entry's content page "id" is to be inserted. Usually, this is used to generate hyperlinks to the search results pages.
@@@title@@@	Defines where each search result entry's content page "title" is to be inserted.
@@@author@@@	Defines where each search result entry's content page "author" is to be inserted.
@@@keywords@@@	Defines where each search result entry's content page "keywords" is to be inserted.
@@@description@@@	Defines where each search result entry's content page "description" is to be inserted.
@@@content@@@	Defines where each search result entry's content page "content" is to be inserted.
@@@summary@@@	Defines where each search result entry's content page "summary" is to be inserted.
@@@filename@@@	Defines where each search result entry's content page "filename" is to be inserted.

Finally, you can select Insert Hyperlink and the View This Item hyperlink to insert a link to each entry's full page.



Besides adding/editing these special HTML codes, you can use the visual web content editor to add other content and arrange it and the special code just like any other content.

The "search results entry" content page does not need to include all the special codes and each special code can be used multiple times. Usually, the "search results entry" content page should always include @@@title@@@ and @@@id@@@ (to generate hyperlinks to the actual content pages).

3.22.6 List Entry

Your website needs a special "list entry" content page to display lists as defined with the @@@list:.....@@@ special codes. The "list entry" content page is repeated for each of your website content pages included in the list, and it defines what and how information about each list entry should be displayed.

This page must be created just like any other regular content page except for the inclusion of simple special codes similar to the codes used in content templates:

@@@id@@@	Defines where each content item's "id" is to be inserted. Usually, this is used to generate hyperlinks to the content pages.
@@@title@@@	Defines where each content item's content page "title" is to be inserted.
@@@author@@@	Defines where each content item's content page "author" is to be inserted.
@@@keywords@@@	Defines where each content item's content page "keywords" is to be inserted.
@@@description@@@	Defines where each content item's content page "description" is to be inserted.
@@@content@@@	Defines where each content item's content page "content" is to be inserted.
@@@summary@@@	Defines where each content item's content page "summary" is to be inserted.
@@@filename@@@	Defines where each content item's content

	page “filename” is to be inserted.
@@@created@@@	Defines where each content item’s “created” date and time is to be inserted.
@@@updated@@@	Defines where each content item’s “updated” date and time is to be inserted.
@@@published@@@	Defines where each content item’s “published” date and time is to be inserted.
@@@code@@@	Defines where the product order code is to be inserted.
@@@currency@@@	Defines where the product price per item currency is to be inserted.
@@@currencytitle@@@	Defines where the product price per item currency title is to be inserted.
@@@price@@@	Defines where the product price per item amount is to be inserted.
@@@stock@@@	Defines where the product in stock quantity is to be inserted.
@@@comment@@@	Defines where the product comment is to be inserted.
@@@weight@@@	Defines where the product weight is to be inserted.
@@@volume@@@	Defines where the product volume is to be inserted.
@@@width@@@	Defines where the product width is to be inserted.
@@@height@@@	Defines where the product height is to be inserted.
@@@depth@@@	Defines where the product depth is to be inserted.

3.22.7 Content Lists

Content pages, elements, templates and products can include special codes for listing content items. Content list special codes can use any combinations of the following parameters (for example “@@@list:pagegroup=x:pagetype=y@@@”).

Content lists can list all content of a given class:

@@@list:pages@@@	Defines where a list of all content pages is to be inserted.
@@@list:files@@@	Defines where a list of all library files is to be listed.
@@@list:images@@@	Defines where a list of all library images is to be listed.
@@@list:links@@@	Defines where a list of all library links is to be listed.
@@@list:products@@@	Defines where a list of all e-commerce products is to be inserted.
@@@list:stylesheets@@@	Defines where a list of all style sheets is to be inserted.
@@@list:templates@@@	Defines where a list of all templates is to be

	inserted.
@@@list:content@@@	Defines where a list of all content items of any class is to be inserted.

Content lists can list all content of a given class, version, group or type:

@@@list:pagegroup=NAME@@@	Defines where a list of all content pages of the given group (replace “NAME” with the group name) is to be inserted.
@@@list:pagegroup in NAME,NAME@@@	Defines where a list of all content pages of one of the given groups (replace "NAME" with group names) is to be inserted.
@@@list:pagegroup!=NAME@@@	Defines where a list of all content pages not of the given group (replace “NAME” with the group name) is to be inserted.
@@@list:pagetype=NAME@@@	Defines where a list of all content pages of the given type (replace “NAME” with the type name) is to be inserted.
@@@list:pagetype in NAME,NAME@@@	Defines where a list of all content pages of one of the given types (replace "NAME" with type names) is to be inserted.
@@@list:pagetype!=NAME@@@	Defines where a list of all content pages not of the given type (replace “NAME” with the type name) is to be inserted.
@@@list:filegroup=NAME@@@	Defines where a list of all library files of the given group (replace “NAME” with the group name) is to be inserted.
@@@list:filegroup in NAME,NAME@@@	Defines where a list of all library files of one of the given groups (replace "NAME" with group names) is to be inserted.
@@@list:filegroup!=NAME@@@	Defines where a list of all library files not of the given group (replace “NAME” with the group name) is to be inserted.
@@@list:filetype=NAME@@@	Defines where a list of all library files of the given type (replace “NAME” with the type name) is to be inserted.
@@@list:filetype in NAME,NAME@@@	Defines where a list of all library files of one of the given groups (replace "NAME" with type names) is to be inserted.
@@@list:filetype!=NAME@@@	Defines where a list of all library files not of the given type (replace “NAME” with the type name) is to be inserted.
@@@list:imagegroup=NAME@@@	Defines where a list of all library images of the given group (replace “NAME” with the group name) is to be inserted.
@@@list:imagegroup in NAME,NAME@@@	Defines where a list of all library images of one of the given groups (replace "NAME" with group names) is to be inserted.
@@@list:imagegroup!=NAME@@@	Defines where a list of all library images not of the given group (replace “NAME”

	with the group name) is to be inserted.
@@@list:imagetype=NAME@@@	Defines where a list of all library images of the given type (replace “NAME” with the type name) is to be inserted.
@@@list:imagetype in NAME,NAME@@@	Defines where a list of all library images of one of the given types (replace "NAME" with type names) is to be inserted.
@@@list:imagetype!=NAME@@@	Defines where a list of all library images not of the given type (replace “NAME” with the type name) is to be inserted.
@@@list:linkgroup=NAME@@@	Defines where a list of all library links of the given group (replace “NAME” with the group name) is to be inserted.
@@@list:linkgroup in NAME,NAME@@@	Defines where a list of all library links of one of the given groups (replace "NAME" with group names) is to be inserted.
@@@list:linkgroup!=NAME@@@	Defines where a list of all library links not of the given group (replace “NAME” with the group name) is to be inserted.
@@@list:linktype=NAME@@@	Defines where a list of all library links of the given type (replace “NAME” with the type name) is to be inserted.
@@@list:linktype in NAME,NAME@@@	Defines where a list of all library links of one of the given types (replace "NAME" with type names) is to be inserted.
@@@list:linktype!=NAME@@@	Defines where a list of all library links not of the given type (replace “NAME” with the type name) is to be inserted.
@@@list:productgroup=NAME@@@	Defines where a list of all e-commerce products of the given group (replace “NAME” with the group name) is to be inserted.
@@@list:productgroup in NAME,NAME@@@	Defines where a list of all e-commerce products of one of the given groups (replace "NAME" with group names) is to be inserted.
@@@list:productgroup!=NAME@@@	Defines where a list of all e-commerce products not of the given group (replace “NAME” with the group name) is to be inserted.
@@@list:producttype=NAME@@@	Defines where a list of all e-commerce products of the given type (replace “NAME” with the type name) is to be inserted.
@@@list:producttype in NAME,NAME@@@	Defines where a list of all e-commerce products of one of the given types (replace "NAME" with type names) is to be inserted.
@@@list:producttype!=NAME@@@	Defines where a list of all e-commerce products not of the given type (replace

	"NAME" with the type name) is to be inserted.
@@@list:contentgroup=NAME@@@	Defines where a list of all content items of any class of the given group (replace "NAME" with the group name) is to be inserted.
@@@list:contentgroup in NAME,NAME@@@	Defines where a list of all content items of any class of one of the given groups (replace "NAME" with group names) is to be inserted.
@@@list:contentgroup!=NAME@@@	Defines where a list of all content items not of any class of the given group (replace "NAME" with the group name) is to be inserted.
@@@list:contenttype=NAME@@@	Defines where a list of all content items of any class of the given type (replace "NAME" with the type name) is to be inserted.
@@@list:contenttype in NAME,NAME@@@	Defines where a list of all content items of any class of one of the given types (replace "NAME" with type names) is to be inserted.
@@@list:contenttype!=NAME@@@	Defines where a list of all content items not of any class of the given type (replace "NAME" with the type name) is to be inserted.
@@@list:contentclass=NAME@@@	Defines where a list of all content items of the given class (replace "NAME" with the class name) is to be inserted.
@@@list:contentclass in NAME,NAME@@@	Defines where a list of all content items of one of the given classes (replace "NAME" with class names) is to be inserted.
@@@list:contentclass!=NAME@@@	Defines where a list of all content items not of the given class (replace "NAME" with the class name) is to be inserted.
@@@list:version=NAME@@@	Defines where a list of all content items of the given version (replace "NAME" with the version name) is to be inserted.
@@@list:version in NAME,NAME@@@	Defines where a list of all content items of any one of the given versions (replace "NAME" with version names) is to be inserted.
@@@list:version!=NAME@@@	Defines where a list of all content items not of the given version (replace "NAME" with the version name) is to be inserted.
@@@list:title=NAME@@@	Defines where a list of all content items with the given title (replace "NAME" with the content title) is to be inserted. Use "%" as a wildcard that matches anything: "NAME%" for titles starting with

	"NAME"; "%NAME" for titles ending with "NAME"; "%NAME%" for titles containing "NAME".

Content lists can list all content with given custom meta information and product details attributes (Please see 3.1.2 Editing Meta Information Content and 4.3.7.1 Product Details for details):

@@@list:metainfo_NAME=VALUE@@@	Defines where a list of all content items with the given meta information custom attribute (replace “NAME” with the attribute name) and the given VALUE (replace "VALUE" with the attribute value) is to be inserted.
@@@list:metainfo_NAME in VALUE,VALUE@@@	Defines where a list of all content items with the given meta information custom attribute (replace “NAME” with the attribute name) and one of the given VALUE (replace "VALUE" with the attribute values) is to be inserted.
@@@list:productinfo_NAME=VALUE@@@	Defines where a list of all products with the given product details custom attribute (replace “NAME” with the attribute name) and the given VALUE (replace "VALUE" with the attribute value) is to be inserted.
@@@list:productinfo_NAME in VALUE,VALUE@@@	Defines where a list of all products with the given product details custom attribute (replace “NAME” with the attribute name) and one of the given VALUE (replace "VALUE" with the attribute values) is to be inserted.

Content lists can list all content with given page relations:

@@@list:top=ID@@@	Defines where a list of all content with the Page Top page relation set to the given id (replace “ID” with the content id) is to be inserted.
@@@list:top!=ID@@@	Defines where a list of all content with the Page Top page relation not set to the given id (replace “ID” with the content id) is to be inserted.
@@@list:top in ID,ID@@@	Defines where a list of all content with Page Top page relation set to one of the given ids (replace "ID" with the content ids) is to be inserted.
@@@list:up=ID@@@	Defines where a list of all content with the Page Up page relation set to the given id (replace “ID” with the content id) is to be

	inserted.
@@@list:up!=ID@@@	Defines where a list of all content with the Page Up page relation not set to the given id (replace “ID” with the content id) is to be inserted.
@@@list:up in ID,ID@@@	Defines where a list of all content with Page Up page relation set to one of the given ids (replace "ID" with the content ids) is to be inserted.

Content lists can list specific content items with given ids:

@@@list:id=ID@@@	Defines where the content with the given id (replace “ID” with the content id) is to be inserted.
@@@list:id!=ID@@@	Defines where a list of all content not with the given id (replace “ID” with the content id) is to be inserted.
@@@list:id in ID,ID@@@	Defines where a list of all content with one of the given ids (replace "ID" with the content ids) is to be inserted.

Content lists can list all content created, updated or published before, on and after a given date or during a given period:

@@@list:ATTRIBUTE=DATE@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) on/during the given date (replace “DATE” with the date) is to be inserted. The date can be a complete or a partial date: - ”2004-12-31” for 31. December 2004. - “2004-12” for any date in December 2004. - “2004” for any date in 2004. - “____-12” for any date in December of any year. - “____-__-01” for the first day of any month of any year.
@@@list:ATTRIBUTE<DATE@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) before the given date (replace “DATE” with the date) is to be inserted. The date can be a complete or a partial date: - ”2004-12-31” for any date before 31. December 2004.

	- “2004-12” for any date before December 2004. - “2004” for any date before 2004.
@@@list:ATTRIBUTE>DATE@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) on and after the given date (replace “DATE” with the date) is to be inserted. The date can be a complete or a partial date: - ”2004-12-31” for any date on and after 31. December 2004. - “2004-12” for any date in and after December 2004. - “2004” for any date in and after 2004.
@@@list:ATTRIBUTE=-0secs@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) this second is to be inserted.
@@@list:ATTRIBUTE=-COUNTsecs@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) the given number (replace "COUNT" with a number) of seconds ago is to be inserted.
@@@list:ATTRIBUTE<-COUNTsecs@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) earlier than the given number (replace "COUNT" with a number) of seconds ago is to be inserted.
@@@list:ATTRIBUTE>-COUNTsecs@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) later than the given number (replace "COUNT" with a number) of seconds ago is to be inserted.
@@@list:ATTRIBUTE=-0mins@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) within this clock minute is to be inserted.
@@@list:ATTRIBUTE=-1min@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) within the previous clock minute is to be inserted.
@@@list:ATTRIBUTE=-COUNTmins@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated"

	or "published) within the given number (replace "COUNT" with a number) of clock minutes ago is to be inserted.
@@@list:ATTRIBUTE<-COUNTmins@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) earlier than the given number (replace "COUNT" with a number) of minutes ago is to be inserted.
@@@list:ATTRIBUTE>-COUNTmins@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) later than the given number (replace "COUNT" with a number) of minutes ago is to be inserted.
@@@list:ATTRIBUTE=-0hours@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) within this clock hour is to be inserted.
@@@list:ATTRIBUTE=-1hour@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) within the previous clock hour is to be inserted.
@@@list:ATTRIBUTE=-COUNThours@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) within the given number (replace "COUNT" with a number) of clock hours ago is to be inserted.
@@@list:ATTRIBUTE<-COUNThours@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) earlier than the given number (replace "COUNT" with a number) of hours ago is to be inserted.
@@@list:ATTRIBUTE>-COUNThours@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) later than the given number (replace "COUNT" with a number) of hours ago is to be inserted.
@@@list:ATTRIBUTE=-0days@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) today is to be inserted.
@@@list:ATTRIBUTE=-1day@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) yesterday is to be inserted.

@@@list:ATTRIBUTE=-COUNTdays@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) the given number (replace "COUNT" with a number) of days ago is to be inserted.
@@@list:ATTRIBUTE<-COUNTdays@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) earlier than the given number (replace "COUNT" with a number) of days ago is to be inserted.
@@@list:ATTRIBUTE>-COUNTdays@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) later than the given number (replace "COUNT" with a number) of days ago is to be inserted.
@@@list:ATTRIBUTE=-0weeks@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) this week (Monday-Sunday) is to be inserted.
@@@list:ATTRIBUTE=-1week@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) last week (Monday-Sunday) is to be inserted.
@@@list:ATTRIBUTE=-COUNTweeks@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) the given number (replace "COUNT" with a number) of weeks ago (Monday-Sunday) is to be inserted.
@@@list:ATTRIBUTE<-COUNTweeks@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) earlier than the given number (replace "COUNT" with a number) of weeks ago is to be inserted.
@@@list:ATTRIBUTE>-COUNTweeks@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) later than the given number (replace "COUNT" with a number) of weeks ago is to be inserted.
@@@list:ATTRIBUTE=-0months@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) this calendar month is to be inserted.

@@@list:ATTRIBUTE=-1month@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) last calendar month is to be inserted.
@@@list:ATTRIBUTE=-COUNTmonths@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) the given number (replace "COUNT" with a number) of calendar months ago is to be inserted.
@@@list:ATTRIBUTE<-COUNTmonths@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) earlier than the given number (replace "COUNT" with a number) of months ago is to be inserted.
@@@list:ATTRIBUTE>COUNTmonths@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) later than the given number (replace "COUNT" with a number) of months ago is to be inserted.
@@@list:ATTRIBUTE=-0years@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) this calendar year is to be inserted.
@@@list:ATTRIBUTE=-1year@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) last calendar year is to be inserted.
@@@list:ATTRIBUTE=-COUNTyears@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) the given number (replace "COUNT" with a number) of calendar years ago is to be inserted.
@@@list:ATTRIBUTE<-COUNTyears@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) earlier than the given number (replace "COUNT" with a number) of years ago is to be inserted.
@@@list:ATTRIBUTE>-COUNTyears@@@	Defines where a list of all content created/updated/published (replace "ATTRIBUTE" with "created", "updated" or "published) later than the given number (replace "COUNT" with a number) of years ago is to be inserted.

Content lists can limit the number of content items listed. Optionally, limited content lists can be made browseable, and links/buttons to browse the next/previous given number of content items can be added for content lists. A content list limit is defined by adding ":limit=NUMBER" (replace "NUMBER" with the number of content items to be listed) to any of the content list special codes described above (i.e. @@@list:pages:limit=10@@@).

A content list is made browseable by adding ":start=NAME" (replace "NAME" with a name for the content list) to any of the content list special codes described above (i.e. @@@list:pages:limit=10:start=mostpopular@@@). Text and image links and buttons to browse the previous/next content items in the content list are added with "@@@previous:NAME:text=TEXT@@@" and "@@@next:NAME:text=TEXT@@@" special codes (i.e. @@@previous:mostpopular:text=Previous@@@ and @@@next:mostpopular:text=Next@@@).

:limit=NUMBER	Defines that only the first given number of content items (replace "NUMBER" with an integer number) is to be listed.
:start=NAME	Defines that the content item list should be browseable using start pointer with the given name (replace "NAME" with a unique name of your own choice for the content item list).
@@@next:NAME:text=TEXT@@@	Defines where a link for the given content list (replace "NAME" with the start pointer name defined for the content list) with the given text (replace "TEXT" with some text) is to be inserted. Selecting the link will display the next given (limit) number of content items in the content list.
@@@next:NAME:button=TEXT@@@	Defines where a button for the given content list (replace "NAME" with the start pointer name defined for the content list) with the given text (replace "TEXT" with some text) is to be inserted. Selecting the button will display the next given (limit) number of content items in the content list.
@@@next:NAME:image=URL@@@	Defines where a link for the given content list (replace "NAME" with the start pointer name defined for the content list) with the given image (replace "URL" with an image URL web address such as "/image.php?id=123") is to be inserted. Selecting the image will display the next given (limit) number of content items in the content list.
@@@previous:NAME:text=TEXT@@@	Defines where a link for the given content list (replace "NAME" with the start pointer name defined for the content list) with the given text (replace "TEXT" with some text)

	is to be inserted. Selecting the link will display the previous given (limit) number of content items in the content list.
@@@previous:NAME:button=TEXT@@@	Defines where a button for the given content list (replace "NAME" with the start pointer name defined for the content list) with the given text (replace "TEXT" with some text) is to be inserted. Selecting the button will display the previous given (limit) number of content items in the content list.
@@@previous:NAME:image=URL@@@	Defines where a link for the given content list (replace "NAME" with the start pointer name defined for the content list) with the given image (replace "URL" with an image URL web address such as "/image.php?id=123") is to be inserted. Selecting the image will display the previous given (limit) number of content items in the content list.

Optionally, content lists can be ordered by title or dates/times or other attributes in ascending or descending/reverse order. The content list order is defined by adding ":order=ATTRIBUTE" (replace "ATTRIBUTE" with the attribute name) to any of the content list special codes described above (i.e. @@@list:pages:order=title@@@):

:order=title	Defines the content list to be ordered alphabetically by title in ascending order.
:order=title desc	Defines the content list to be ordered alphabetically by title in descending/reverse order.
:order=created	Defines the content list to be ordered chronologically by the date/time content was created in ascending order (oldest first).
:order=created desc	Defines the content list to be ordered chronologically by the date/time content was created in descending order (newest first).
:order=updated	Defines the content list to be ordered chronologically by the date/time content was last updated in ascending order (oldest first).
:order=updated desc	Defines the content list to be ordered chronologically by the date/time content was last updated in descending order (newest first).
:order=published	Defines the content list to be ordered chronologically by the date/time content was last published in ascending order (oldest first).

:order=published desc	Defines the content list to be ordered chronologically by the date/time content was last published in descending order (newest first).
:order=product_code	Defines the content list to be ordered alphabetically by the product code in ascending order.
:order=product_code desc	Defines the content list to be ordered alphabetically by the product code in descending order.
:order=product_price	Defines the content list to be ordered by the product price in ascending order (lowest first).
:order=product_price desc	Defines the content list to be ordered by the product price in descending order (highest first).
:order=metainfo_ATTRIBUTE	Defines the content list to be ordered alphabetically by the custom meta information attribute (replace "ATTRIBUTE" with the custom meta information attribute name) in ascending order.
:order=productinfo_ATTRIBUTE	Defines the content list to be ordered alphabetically by the custom product information attribute (replace "ATTRIBUTE" with the custom product information attribute name) in ascending order.

Optionally, content lists can be displayed next to each other across a number of columns. The number of columns is defined by adding ":columns=NUMBER" (replace "NUMBER" with an integer number) to any of the content list special codes described above (i.e. @@@list:pages:columns=2@@@):

:columns=NUMBER	Defines the number of columns across the web page to be used to display the list of content items (replace "NUMBER" with an integer number).
:class=NAME	Defines the class/style name to be used to display the content items across the given number of columns (replace "NAME" with the class/style name).

Optionally, content lists can be made conditional so that they are only displayed if a given condition is true. A content list can be made conditional by adding ":if:XXX=YYY" (replace "XXX" and "YYY" with a special code or simple text) as the last parameter after any of the other content list special codes described above (i.e. @@@list:pages:if:###id###=@@@ to only list pages if the "id" website address URL parameter is blank or does not exist):

:if:XXX=YYY	Defines that the list should only be displayed if “XXX” and “YYY” are the same.
:if:XXX!=YYY	Defines that the list should only be displayed if “XXX” and “YYY” are different.

As default content lists use the configured Default List Entry special page (Please see 1.3.5 Website for details) to display each content item included in the content list.

Optionally, any other content item can be used to display each content item included in the content list instead of the Default List Entry by adding “:entry=ID” (replace “ID” with a content item id) to any of the content list special codes described above (i.e. @@@list:pages:order=title:entry=123@@@).

Alternatively, for simple display of each content item included in the content list a number of pre-defined display formats can be used. For simple lists this avoids you having to create a separate list entry special page to display the list content items – the web content management simply uses one of its own internal, pre-defined formats:

:entry=ID	Defines that each list content item should be displayed using the given special page (replace “ID” with a content item id) as a mini-template.
:entry=ATTRIBUTE.TAG	Defines that the given attribute (replace “ATTRIBUTE” with a content item attribute name) for each list content item should be displayed enclosed/followed by the given HTML tag (replace “TAG” with “div”, “p”, “span”, “li”, “th”, “td” or “br”) or a simple linebreak (replace “TAG” with “text”).
:entry=ATTRIBUTE.TAG.CLASS	Defines that the given attribute (replace “ATTRIBUTE” with a content item attribute name) for each list content item should be displayed enclosed/followed by the given HTML tag (replace “TAG” with “div”, “p”, “span”, “li”, “th” or “td”) with the given class name (replace “CLASS” with a class name).
:entry=ATTRIBUTE.link	Defines that the given attribute (replace “ATTRIBUTE” with a content item attribute name) for each list content item should be displayed as a hyperlink for the content item.
:entry=ATTRIBUTE.link.CLASS	Defines that the given attribute (replace “ATTRIBUTE” with a content item attribute name) for each list content item should be displayed as a hyperlink with the given class name (replace “CLASS” with a

	class name) for the content item.
:entry=ATTRIBUTE.image	Defines that the given attribute (replace "ATTRIBUTE" with a content item attribute name with an image id value) for each list content item should be displayed as an image.
:entry=ATTRIBUTE.image.CLASS	Defines that the given attribute (replace "ATTRIBUTE" with a content item attribute name with an image id value) for each list content item should be displayed as an image with the given class name (replace "CLASS" with a class name) for the content item.
:entry=ATTRIBUTE.option	Defines that the given attribute for each list content item should be displayed as a HTML FORM SELECT OPTION tag where both the OPTION value and text is the given content item attribute's value (replace "ATTRIBUTE" with a content item attribute name) .
:entry=ATTRIBUTE.option.selected	Defines that the given attribute for each list content item should be displayed as a HTML FORM SELECT OPTION tag where both the OPTION value and text is the given content item attribute's value (replace "ATTRIBUTE" with a content item attribute name) and the OPTION is "selected".
:entry=VALUEATTRIBUTE.TEXTATTRIBUTE.option	Defines that the given attributes for each list content item should be displayed as a HTML FORM SELECT OPTION tag where the OPTION value and text is the given content item attributes' values (replace "VALUEATTRIBUTE" and "TEXTATTRIBUTE" with content item attribute names).
:entry=VALUEATTRIBUTE.TEXTATTRIBUTE.option.selected	Defines that the given attribute for each list content item should be displayed as a HTML FORM SELECT OPTION tag where the OPTION value and text is the given content item attributes' value (replace "VALUEATTRIBUTE" and "TEXTATTRIBUTE" with content item attribute names) and the OPTION is "selected".
:entry=ATTRIBUTE.INPUTNAME.checkbox	Defines that the given attribute for each list content item should be displayed as a HTML FORM CHECKBOX INPUT tag with the given input name (replace "INPUTNAME" with a HTML FORM INPUT name) where both the CHECKBOX

	value and text is the given content item attribute's value (replace "ATTRIBUTE" with a content item attribute name) .
:entry=ATTRIBUTE.INPUTNAME.checkbox .checked	Defines that the given attribute for each list content item should be displayed as a HTML FORM CHECKBOX INPUT tag with the given input name (replace "INPUTNAME" with a HTML FORM INPUT name) where both the CHECKBOX value and text is the given content item attribute's value (replace "ATTRIBUTE" with a content item attribute name) and the CHECKBOX is "checked".
:entry=VALUEATTRIBUTE.TEXTATTRIBUTE.INPUTNAME.checkbox	Defines that the given attributes for each list content item should be displayed as a HTML FORM CHECKBOX INPUT tag with the given input name (replace "INPUTNAME" with a HTML FORM INPUT name) where the CHECKBOX value and text is the given content item attributes' values (replace "VALUEATTRIBUTE" and "TEXTATTRIBUTE" with content item attribute names).
:entry=VALUEATTRIBUTE.TEXTATTRIBUTE.INPUTNAME.checkbox.checked	Defines that the given attribute for each list content item should be displayed as a HTML FORM CHECKBOX INPUT tag with the given input name (replace "INPUTNAME" with a HTML FORM INPUT name) where the CHECKBOX value and text is the given content item attributes' value (replace "VALUEATTRIBUTE" and "TEXTATTRIBUTE" with content item attribute names) and the CHECKBOX is "checked".
:entry=ATTRIBUTE.INPUTNAME.radio	Defines that the given attribute for each list content item should be displayed as a HTML FORM RADIO BUTTON INPUT tag with the given input name (replace "INPUTNAME" with a HTML FORM INPUT name) where both the RADIO BUTTON value and text is the given content item attribute's value (replace "ATTRIBUTE" with a content item attribute name) .
:entry=ATTRIBUTE.INPUTNAME.radio.checked	Defines that the given attribute for each list content item should be displayed as a HTML FORM RADIO BUTTON INPUT tag with the given input name (replace

	"INPUTNAME" with a HTML FORM INPUT name) where both the RADIO BUTTON value and text is the given content item attribute's value (replace "ATTRIBUTE" with a content item attribute name) and the RADIO BUTTON is "checked".
:entry=VALUEATTRIBUTE.TEXTATTRIBUTE.INPUTNAME.radio	Defines that the given attributes for each list content item should be displayed as a HTML FORM RADIO BUTTON INPUT tag with the given input name (replace "INPUTNAME" with a HTML FORM INPUT name) where the RADIO BUTTON value and text is the given content item attributes' values (replace "VALUEATTRIBUTE" and "TEXTATTRIBUTE" with content item attribute names).
:entry=VALUEATTRIBUTE.TEXTATTRIBUTE.INPUTNAME.radio.checked	Defines that the given attribute for each list content item should be displayed as a HTML FORM RADIO BUTTON INPUT tag with the given input name (replace "INPUTNAME" with a HTML FORM INPUT name) where the RADIO BUTTON value and text is the given content item attributes' value (replace "VALUEATTRIBUTE" and "TEXTATTRIBUTE" with content item attribute names) and the RADIO BUTTON is "checked".

As default content lists do not display anything if no content/data items are listed. Optionally, a content item id or a simple text can be displayed of no other content/data items are displayed.

:none=ID	Defines that the content item with the given id (replace "ID" with a content item id) should be displayed if no other content/data items are listed.
:none=TEXT	Defines that the given text (replace "TEXT" with some simple text) should be displayed if no content/data items are listed.

3.22.8 Random Content Items

Content pages, elements, templates and products can include special codes for displaying random content items. Random content special codes can use any combination of the same parameters as specified for content lists - for example:

@@@random:advert1:pagegroup=x:pagetype=y:title@@@

@@@random:advert1:pagegroup=x:pagetype=y:content@@@

@@@random:advert1:pagegroup=x:pagetype=y:summary@@@

@@@random:advert2:pagegroup=x:pagetype=y:title@@@

@@@random:advert2:pagegroup=x:pagetype=y:content@@@

@@@random:advert2:pagegroup=x:pagetype=y:summary@@@

@@@random:NAME:FILTER:id@@@	Defines where the id for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:title@@@	Defines where the title for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:content@@@	Defines where the content for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:summary@@@	Defines where the summary for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your

	own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:image1@@@	Defines where the image1 content item id for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:image2@@@	Defines where the image2 content item id for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:image3@@@	Defines where the image3 content item id for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:file1@@@	Defines where the file1 content item id for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes

	using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:file2@@@	Defines where the file2 content item id for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:file3@@@	Defines where the file3 content item id for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:link1@@@	Defines where the link1 content item id for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:link2@@@	Defines where the link2 content item id for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:link3@@@	Defines where the link3 content item id for

	a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:author@@@	Defines where the author for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:keywords@@@	Defines where the keywords for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:description@@@	Defines where the description for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:created@@@	Defines where the created date for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists -

	please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:created:format=FORMAT@@@	Defines where the created date displayed using the given format (replace "FORMAT" with a date format - please see 3.22.9 Date Formatting for details) for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:updated@@@	Defines where the updated date for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:updated:format=FORMAT@@@	Defines where the updated date displayed using the given format (replace "FORMAT" with a date format - please see 3.22.9 Date Formatting for details) for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:published@@	Defines where the published date for a

@	random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:published:format=FORMAT@@@	Defines where the published date displayed using the given format (replace "FORMAT" with a date format - please see 3.22.9 Date Formatting for details) for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:code@@@	Defines where the product code for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:currency@@@	Defines where the product currency for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:price@@@	Defines where the product price for a

	random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:stock@@@	Defines where the product stock for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.
@@@random:NAME:FILTER:comment@@@	Defines where the product comment for a random content item matching the given criteria (replace "FILTER" with one or more parameters as described for content lists - please see 3.22.7 Content Lists for details) is to be inserted. The given name (replace "NAME" with an arbitrary name of your own choice) identifies the randomly selected content item. Other "@@@random:…@@@" special codes using the same name and filter will display content for the same random content item.

3.22.9 Date Formatting

Content item dates can be displayed using "@@@created@@@", "@@@updated@@@" and "@@@published@@@" special codes. As default dates are displayed using the default internal date format used by the web content management system (YYYY-MM-DD hh:mm:ss). An additional "format" parameter can be added to the special codes to display the dates using another date format (for example "@@@published:format=%H:%M:%S, %A, %d. %B %Y@@@").

@@@DATE:format=FORMAT@@@	Defines where the date (replace "DATE" with "created", "updated" or "published) displayed using the given format (replace "FORMAT" with parameters as described below) is to be inserted.

The date format can use general characters such as ", . / -" as well as the following parameters. Please note that the parameters are case-sensitive and must be used with upper-case and lower-case letters as displayed.

%S	Displays the seconds as a two digit number (00-59).
%M	Displays the minutes as a two digit number (00-59).
%H	Displays the hours as a two digit number using a 24-hour clock (00-23).
%I	Displays the hours as a two digit number using a 12-hour clock (01-12).
%p	Displays "AM" or "PM" according to the hours.
%a	Displays the abbreviated weekday name.
%A	Displays the full weekday name.
%d	Displays the day of the month as a two digit number (01-31).
%j	Displays the day of the year as a three digit number (001-366).
%W	Displays the week number of the year as a two digit number (01-53).
%b	Displays the abbreviated month name.
%B	Displays the full month name.
%m	Displays the month number as a two digit number (01-12).
%y	Displays the year as a two digit number (00-99).
%Y	Displays the year as a four digit number (0000-9999).

3.22.10 Ready To Publish Email

Your website needs a special “ready to publish” content page to be emailed to website administrators when content is created/updated and marked as “ready to publish”. The “ready to publish email” content page defines what and how information about the created/updated should be displayed.

This page must be created just like any other regular content page except for the inclusion of simple special codes similar to the codes used in content templates:

@@@id@@@	Defines where each content item’s “id” is to be inserted. Usually, this is used to generate hyperlinks to the content pages.
@@@title@@@	Defines where each content item’s content page “title” is to be inserted.
@@@class@@@	Defines where each content item’s content page “author” is to be inserted.
@@@preview@@@	Defines URL to preview the created/updated content item.
@@@view@@@	Defines URL to view the created/updated content item.
@@@update@@@	Defines URL to update/publish the created/updated content item.
@@@delete@@@	Defines URL to delete the created/updated content item.

3.22.11 Retrieve Password Page

Your website needs a special “retrieve password page” content page to be displayed to users to retrieve their username/password user account details. To retrieve username/password user account details this page must contain a special form with "email" and/or "username" input

fields. The HTML code for a simple example retrieve password form and what the different HTML codes mean are:

<FORM action="/password/index.aspx" method="get">	Defines the web address of the Asbru Web Content Management script/program, which handles password retrieval.
<P>Email:</P>	Displays the text “Email:”.
<INPUT size="40" name="email">	Defines that your website users can enter the registered email address for their user account into a 40 characters wide text input field named “email”.
<P>Username:</P>	Displays the text “Username:”.
<INPUT size="40" name="username">	Defines that your website users can enter the registered username for their user account into a 40 characters wide text input field named “username”.
<P></P>	Displays blank line.
<INPUT type="submit" value="Retrieve Password">	Displays a button with the text “Retrieve username/password”, which your website users select to submit the retrieve password form.
</FORM>	Defines the end of the retrieve password form.

3.22.12 Retrieve Password Confirmation Page

Your website needs a special “retrieve password confirmation page” content page to be displayed to users after successful retrieval of their username/password.

This page must be created just like any other regular content page except for the inclusion of simple special codes similar to the codes used in content templates:

@@@email@@@	Defines where the user's registered email address to which their username/password has been emailed is displayed.
@@@username@@@	Defines where the user's username is displayed. WARNING: Usually, this should not be displayed on the web page but only be emailed to the user.
@@@password@@@	Defines where the user's password is displayed. WARNING: Usually, this should not be displayed on the web page but only be emailed to the user.

3.22.13 Retrieve Password Email

Your website needs a special “retrieve password email” content page, which is emailed to users after successful retrieval of their username/password.

This page must be created just like any other regular content page except for the inclusion of simple special codes similar to the codes used in content templates:

@@@email@@@	Defines where the user's registered email address to which their username/password has been emailed is displayed.
@@@username@@@	Defines where the user's username is displayed.
@@@password@@@	Defines where the user's password is displayed.

3.22.14 Retrieve Password Error

Your website needs a special "retrieve password error" content page to be displayed to users if retrieval of their username/password fails.

This page must be created just like any other regular content page except for the inclusion of simple special codes similar to the codes used in content templates:

@@@email@@@	Defines where the email address entered by the user is displayed.
@@@username@@@	Defines where the username entered by the user is displayed.

3.22.15 Asbru Web Content Editor

Your website pages that contain forms for entering and submitting data can use the Asbru Web Content Editor instead of simple INPUT and TEXTAREA input fields.

To use the Asbru Web Content Editor on a website page, its Advanced Scripting (Please see 3.2 Advanced Scripting for Dynamic HTML for details) must include the following lines to load files required by the Asbru Web Content Editor:

```
<link rel="stylesheet" type="text/css"
href="/webadmin/webeditor/webeditor.css" />
<script src="/webadmin/webeditor/webeditor.js"></script>
```

To insert the Asbru Web Content Editor into your website pages you can use the @@@webeditor:...@@@ special code with any combination of the following parameters:

@@@webeditor:name=NAME@@@	Defines the HTML FORM input field name to be set to "NAME".
@@@webeditor:value=ID@@@	Defines the initial content of the Asbru Web Content Editor to be the "content" of the content item with the content id "ID".
@@@webeditor:value="TEXT"@@@	Defines the initial content of the Asbru Web Content Editor to be the text "TEXT".
@@@webeditor:width=WIDTH@@@	Defines the width of the Asbru Web Content Editor to be "WIDTH" where "WIDTH" is the pixel or percentage size.
@@@webeditor:height=HEIGHT@@@	Defines the width of the Asbru Web Content Editor to be "HEIGHT" where "HEIGHT" is the pixel or percentage size.
@@@webeditor:stylesheet=default@@@	Defines the Asbru Web Content Editor to use the default style sheet.

@@@webeditor:stylesheet=ID@@@	Defines the Asbru Web Content Editor to use the style sheet content item with the content id “ID”.
@@@webeditor:manager=MANAGER@@@	Defines which Insert Hyperlink and Insert Media dialog windows the Asbru Web Content Editor should use. “MANAGER” can be: - “no” for basic dialog windows. - “wcm” for advanced dialog windows (this requires login as website administrator). - “personal” for the Community Add-On module “personal” dialog windows. - “bizcard” for the Asbru Web Content Management Hosting Edition “bizcard” dialog windows.
@@@webeditor:language@@@	If you use Asbru Web Content Editor Javascript code directly on your web pages instead of using @@@webeditor:...@@@ special codes, the webeditor language special code defines where the web content management system programming language is to be inserted. For example, “ language:’@@@webeditor:language@@@ ’ “.

Where no parameters are specified default values will be used. The default parameters are:

@@@webeditor:name=content:value="":width=100%:height=400:manager=no:stylesheet=default@@@

3.22.16 Display/retrieval of individual content items

Usually, all content items are displayed as part of web pages consisting of multiple content items (template, style sheet, page and additional content items). However, you may also want to display or retrieve a single content item on its own - for example to print/email it or to use it as dynamic content in a Javascript application on your web pages.

The Asbru Web Content Management system includes two special program scripts for display/retrieval of individual content items:

- /contentitem.php?id=XXX
  Retrieves the content item with the id "XXX" as a simple HTML code block with no added HTML headers and tags.

- /element.php?id=XXX
  Displays the content item with the id "XXX" as a web page with added HTML headers and tags.

4 E-Commerce Add-On Module

The E-Commerce Add-On module for the Asbru Web Content Management system enables you to create and manage e-commerce websites and turn your website visitors into website customers.

You can define any number of products and product pages using the full flexibility and power of the Asbru Web Content Management system. Your website visitors can browse and search product pages like any other pages on your website.

For easy updates of product prices and other product details and synchronization with existing product databases, product details can be easily exported from and imported into the Asbru Web Content Management system E-Commerce Add-On module.

Any currency and any number of currencies can be defined and used for your products with automatic handling of currency exchange rates. You can also create multiple versions of your website for different markets with each version using the local currency with automatic handling of currency exchange rates.

From your product pages, your website customers can select to add the products they want to their virtual website shopping cart. When your website customers have selected all the products they are interested in they can proceed to checkout and order the selected products by entering their payment, delivery and invoice details. Optionally, your website customers can pay for their orders by credit/debit card through the PayPal (www.paypal.com) payment processing service provider or another payment service provider.

Any type of shipping costs and taxes can be defined for different products, product types, product groups, order quantities, order totals and delivery countries and states.

Your website customers are sent order confirmations by email and your website order administrators are sent order notifications by email for all completed orders. All completed orders are also stored in your website database for easy order administration and as backup for the email notifications so that no orders are lost due to eventual email problems.

All product, shopping cart, checkout and ordering web pages as well as order confirmation and order notification email messages are fully customisable using the Asbru Web Content Management system features.

4.1 Download and Installation

The E-Commerce Add-On Module program files are included in the basic Asbru Web Content Management system packages available for download from the Asbru website (www.asbrusoft.com). Please see 1.2 Download and Installation and 1.5 Upgrades for details on downloading, installing and upgrading the Asbru Web Content Management system.

4.2 Configuration

4.2.1 License

To use the E-Commerce Add-On module you must obtain a license from Asbru (www.asbrusoft.com) and configure your license. The license may also be provided by your web hosting provider, if they have provided you with the Asbru Web Content Management

system. Please see 1.3.3 License for details on configuring your E-Commerce Add-On module license key.

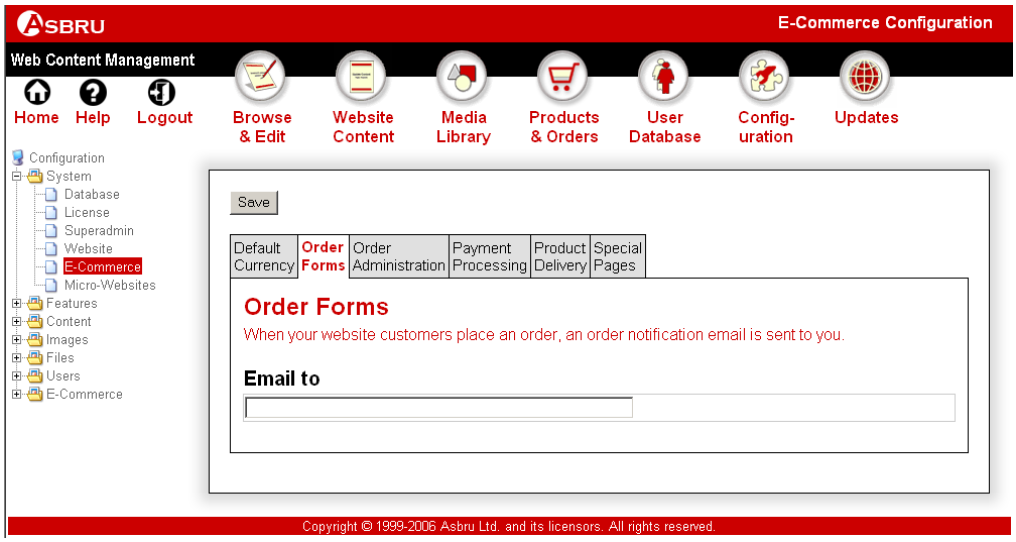
4.2.2 E-Commerce

When your E-Commerce Add-On module license key has been configured, you have access to configure the e-commerce features for your website.

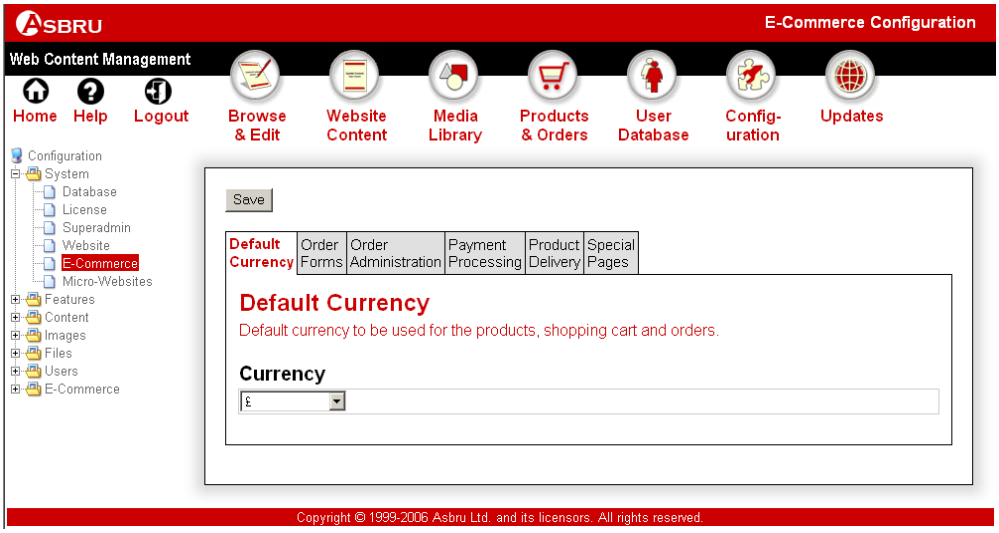
Select the Configuration – System – E-Commerce menu item link to configure the basic e-commerce features for your website.

Your e-commerce configuration options are:

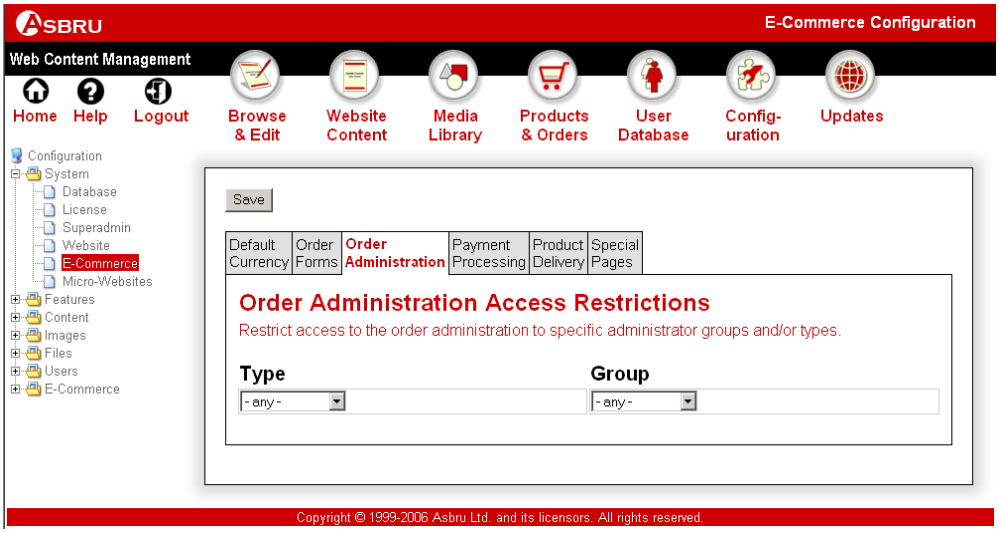
- Order Forms:
  Your e-mail address to which all order notifications are emailed.



- Currency:
  The default currency to be used for your website products, shopping cart and orders. Please see 4.2.3 Currencies for details.



- Order Administration Access Restrictions:
  Required user group and/or user type for website administrators who have access to your website order administration. Please see 3.9 User Database, 3.10 Organising Many Users and Multiple Groups and Types and 3.15 Multiple Administrators for details.



- Payment Processing
  Optional, integrated credit/debit card payment processing is offered through PayPal (www.paypal.com) and other payment service providers through add-on modules.

  - Manual Payment Handling
    Select to handle order and payment details manually.

  - PayPal
    Select to use PayPal as the payment service provider.

- Your PayPal account/email
  The registered email address for your PayPal account to which your website customers' payments are made.

- Payment instructions
  Text displayed to customers above payment buttons.

- Use GET method for PayPal payment button forms for Mozilla Thunderbird and Firefox compatibility.
  Due to limitations in the Mozilla Thunderbird and Firefox programs payment forms may not be handled correctly if they use the standard POST method.

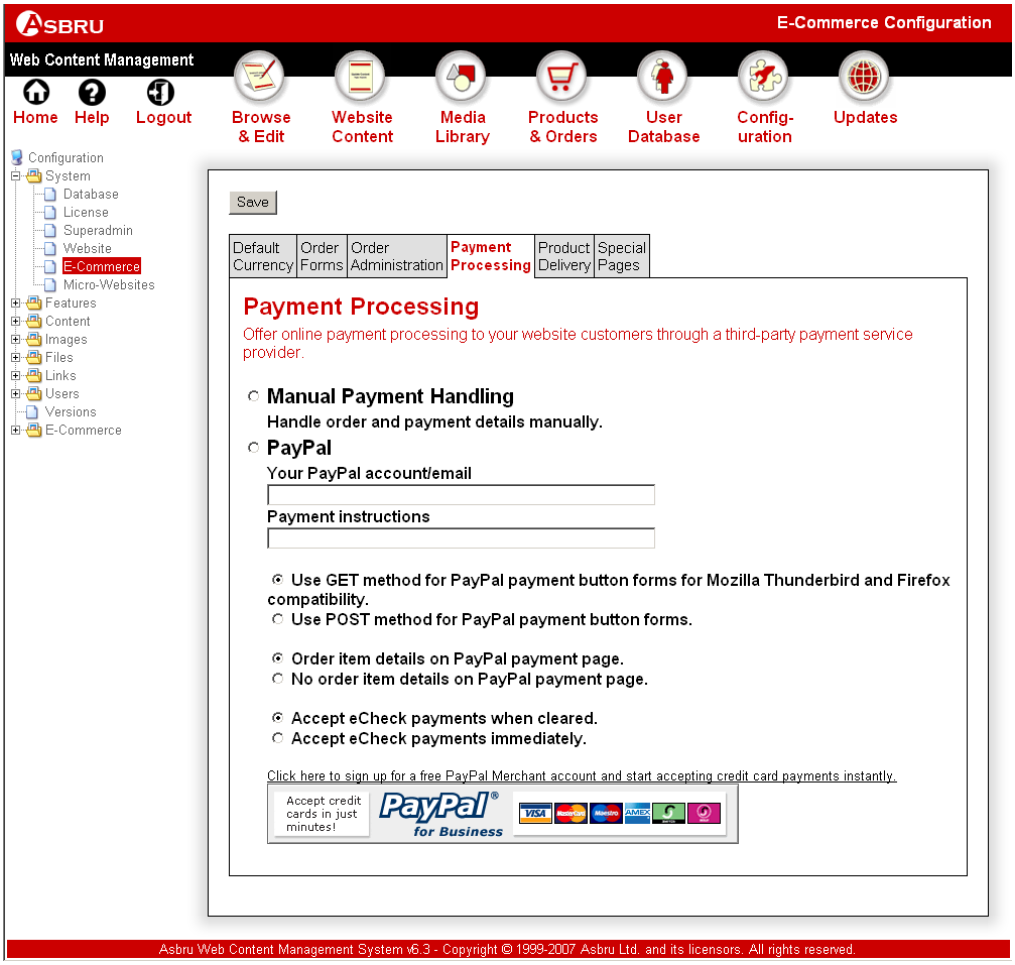
- Use POST method for PayPal payment button forms.

- Order item details on PayPal payment page.
  Copy order item details to PayPal for display on PayPal shopping cart details page.

- No order item details on PayPal payment page.
  Only display order totals and summary of order item details on PayPal payment page.

- Accept eCheck payments when cleared.
  Do not accept payments and process orders/delivery until payments by "eCheck" are cleared by PayPal, which may take a number of days.

- Accept eCheck payments immediately.
  Accept payments by eCheck immediately and process orders/delivery before payments are cleared by PayPal.



- Product Delivery
  Purchased products can be delivered digitally on the website and by email on order/payment completion.

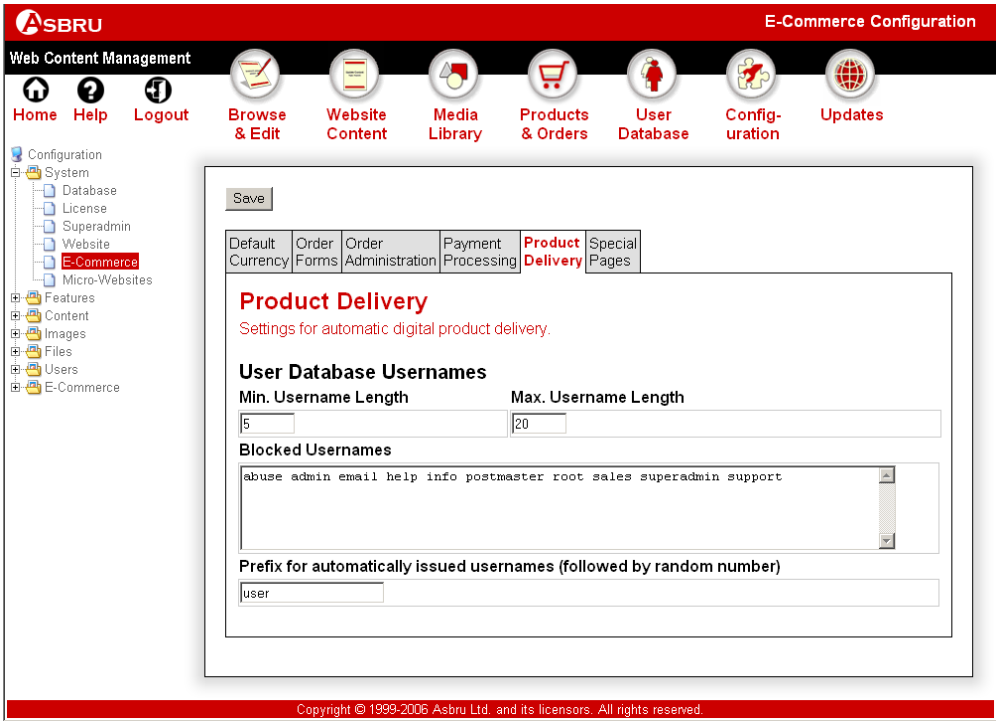
    - User Database Usernames
      Settings for automatically created user accounts.

        - Min. Username Length
          Minimum permitted length of usernames (generated from the customers email address).

        - Max. Username Length
          Maximum permitted length of usernames (generated from the customers email address).

        - Blocked Usernames
          List of blocked usernames separated by blanks.

- Prefix For Automatically Issued Usernames
  Prefix text followed by random number to be used for automatically issued usernames (if no available/valid username generated from the customers email address).



- E-Commerce Add-On Module Special Pages:
  - Default shopping cart summary page
    The page used to display a summary of their shopping cart to your website visitors included on other web pages. You will probably want to leave this as the default “Shopping Cart Summary” page. The shopping cart summary page is not an ordinary page but must include special codes. Please see 4.7.1 Shopping Cart Summary Page for details.

  - Default shopping cart summary entry
    The page used to display each product item on the shopping cart summary page. You will probably want to leave this as the default “Shopping Cart Summary Entry” page. The shopping cart entry is not an ordinary page but must include special codes. Please see 4.7.2 Shopping Cart Summary Entry for details.

  - Default shopping cart page
    The page used to display their shopping cart to your website visitors when they use the view shopping cart or add product to shopping cart functionality. You will probably want to leave this as the default “Shopping Cart” page. The shopping cart page is not an ordinary page but must include special codes. Please see 4.7.3 Shopping Cart Page for details.

- Default shopping cart entry
  The page used to display each product item on the shopping cart page. You will probably want to leave this as the default "Shopping Cart Entry" page. The shopping cart entry is not an ordinary page but must include special codes. Please see 4.7.4 Shopping Cart Entry for details.

- Default checkout page
  The page used to display their shopping cart to your website visitors when they use the checkout functionality. You will probably want to leave this as the default "Checkout" page. The checkout page is not an ordinary page but must include special codes. Please see 4.7.5 Checkout Page for details.

- Default checkout entry
  The page used to display each product item on the checkout page. You will probably want to leave this as the default "Checkout Entry" page. The checkout entry is not an ordinary page but must include special codes. Please see 4.7.6 Checkout Entry for details.

- Default confirm order page
  The page used to display an order to your website visitors when they are asked to confirm the order. You will probably want to leave this as the default "Confirm Order" page. The confirm order page is not an ordinary page but must include special codes. Please see 4.7.7 Confirm Order Page for details.

- Default confirm order entry
  The page used to display each product item on the confirm order page. You will probably want to leave this as the default "Confirm Order Entry" page. The confirm order entry is not an ordinary page but must include special codes. Please see 4.7.8 Confirm Order Entry for details.

- Default completed order page
  The page used to display an order to your website visitors when they have completed the order. You will probably want to leave this as the default "Order Completed" page. The completed order page is not an ordinary page but must include special codes. Please see 4.7.9 Order Completed Page for details.

- Default completed order entry
  The page used to display each product item on the completed order page. You will probably want to leave this as the default "Order Completed Entry" page. The completed order entry is not an ordinary page but must include special codes. Please see 4.7.10 Order Completed Entry for details.

- Default empty shopping cart page
  The page displayed if customers proceed to checkout or confirm an order when the shopping cart is empty.

- Default order confirmation email page
  The page used to email an order confirmation to your website visitors when they have completed an order. You will probably want to leave this as the default "Order Confirmation" page. The order confirmation page is not an ordinary page but must include special codes. Please see 4.7.11 Order Confirmation Email

Page for details.

- Default order confirmation email entry
  The page used to display each product item on the order confirmation email page. You will probably want to leave this as the default “Order Confirmation Entry” page. The order confirmation entry is not an ordinary page but must include special codes. Please see 4.7.12 Order Confirmation Email Entry for details.

- Default order notification email page
  The page used to email an order notification to your website order forms administrator when your visitors have completed an order. You will probably want to leave this as the default “Order Notification” page. The order notification page is not an ordinary page but must include special codes. Please see 4.7.13 Order Notification Email Page for details.

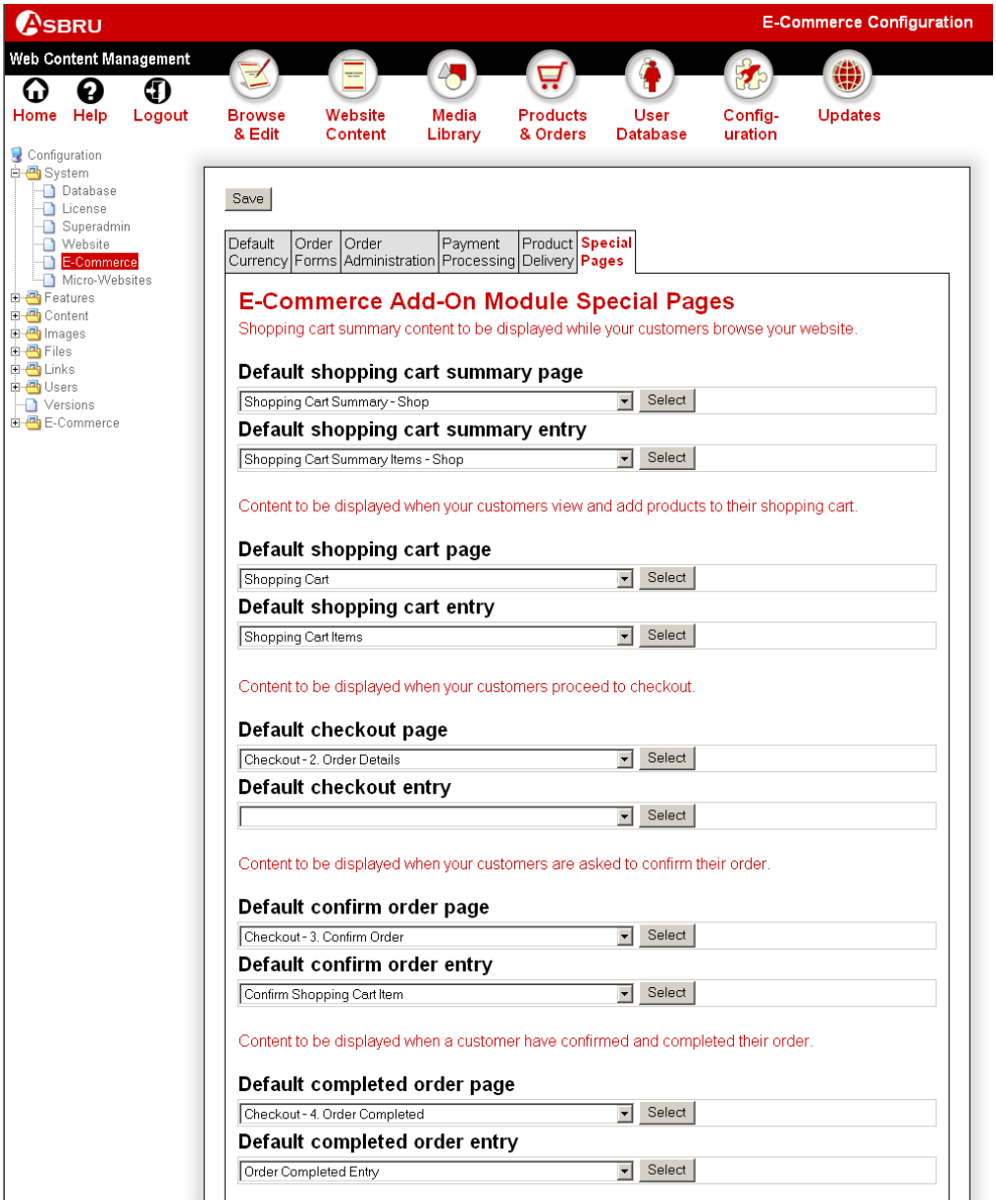
- Default order notification email entry
  The page used to display each product item on the order notification email page. You will probably want to leave this as the default “Order Notification Entry” page. The order notification entry is not an ordinary page but must include special codes. Please see 4.7.14 Order Notification Email Entry for details.

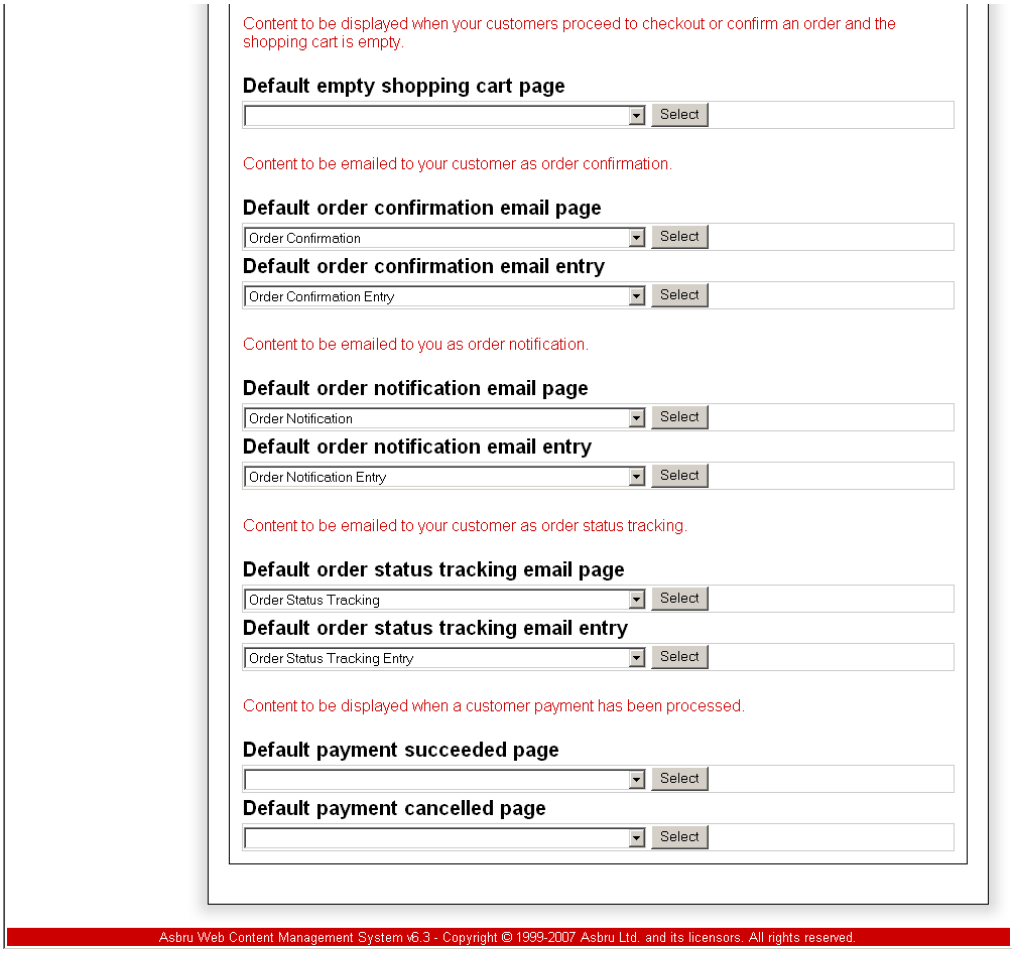
- Default order status tracking email page
  The page used to email an order status tracking message to your website customers when the order status for their order updated. You will probably want to leave this as the default “Order Status Tracking” page. The order status tracking email page is not an ordinary page but must include special codes. Please see 4.7.15 Order Status Tracking Email Page for details.

- Default order status tracking email entry
  The page used to display each product item on the order status tracking email page. You will probably want to leave this as the default “Order Status Tracking Entry” page. The order status tracking email entry is not an ordinary page but must include special codes. Please see 4.7.16 Order Status Tracking Email Entry for details.

- Default payment succeeded page
  Your website page to be displayed to your website customers on successful payment to you.

- Default payment cancelled page
  Your website page to be displayed to your website customers on cancelled/failed payment to you.


ASBRU
E-Commerce Configuration
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Products & Orders
User Database
Config-uration
Updates
Configuration
System
Database
License
Superadmin
Website
E-Commerce
Micro-Websites
Features
Content
Images
Files
Links
Users
Versions
E-Commerce
Save
Default Currency
Order Forms
Order Administration
Payment Processing
Product Delivery
Special Pages
E-Commerce Add-On Module Special Pages
Shopping cart summary content to be displayed while your customers browse your website.
Default shopping cart summary page
Shopping Cart Summary - Shop
Select
Default shopping cart summary entry
Shopping Cart Summary Items - Shop
Select
Content to be displayed when your customers view and add products to their shopping cart.
Default shopping cart page
Shopping Cart
Select
Default shopping cart entry
Shopping Cart Items
Select
Content to be displayed when your customers proceed to checkout.
Default checkout page
Checkout - 2. Order Details
Select
Default checkout entry
Select
Content to be displayed when your customers are asked to confirm their order.
Default confirm order page
Checkout - 3. Confirm Order
Select
Default confirm order entry
Confirm Shopping Cart Item
Select
Content to be displayed when a customer have confirmed and completed their order.
Default completed order page
Checkout - 4. Order Completed
Select
Default completed order entry
Order Completed Entry
Select

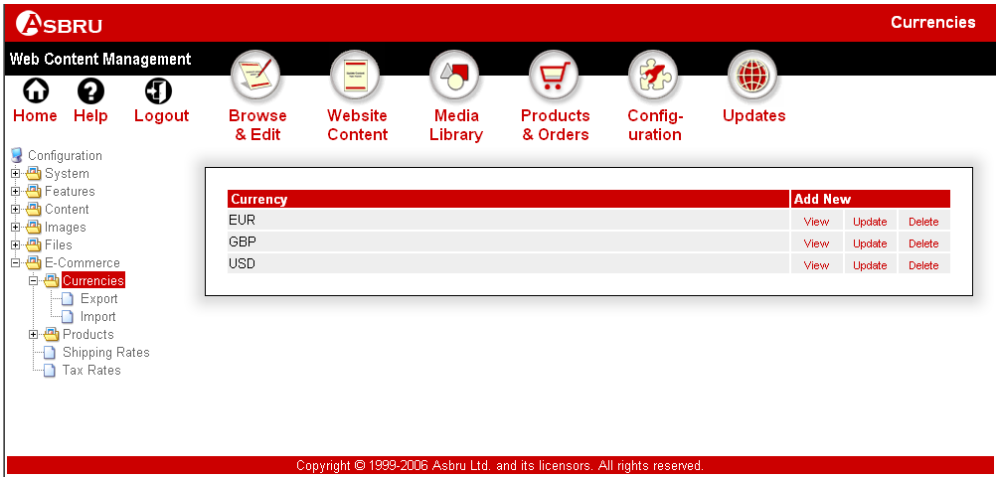


4.2.3 Currencies

Currencies are used to define the price of your products, shipping rates and tax rates as well as for your website visitors' shopping carts and orders. A single currency can be used for everything or multiple currencies can be used for different products, shipping rates, tax rates and versions of your website. Please see 4.6 Multi-Currency E-Commerce for details.

A number of currencies are defined as default, but you can create any currency and any number of currencies to suit your requirements.

Select the Configuration – E-Commerce - Currencies menu item link to access the Currencies configuration. Your currently defined currencies are listed. Select Add New, View, Update and Delete to define your currencies.

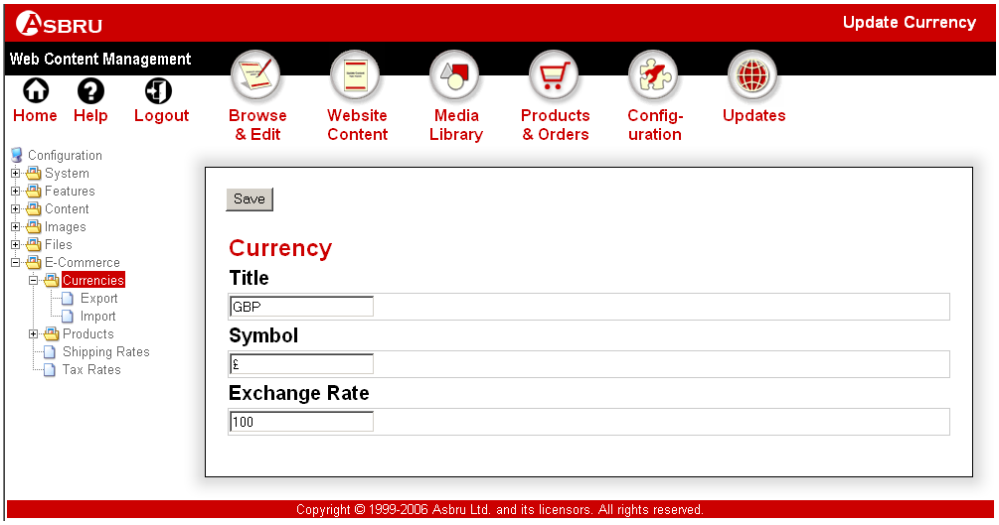


For each currency you define its:

- Title
  The name used in the currency administration for the currency.

- Symbol
  The symbol, code or name displayed to your website customers for the currency.

- Exchange Rate
  The exchange rate for the currency. The exchange rate is only used if you use multiple currencies on your website. The exchange rate for your base currency should be set to 100 and all other currencies you use on your website should be set relative to this.



4.2.4 Currency Database Synchronization

You may have an existing currency database (or spreadsheet) with your currency exchange rates, which may change frequently. It may not be practical or possible to move your entire currency database and administration to the Asbru Web Content Management system E-

Commerce Add-On module or to update both your existing currency database and the currencies in the Asbru Web Content Management system E-Commerce Add-On module.

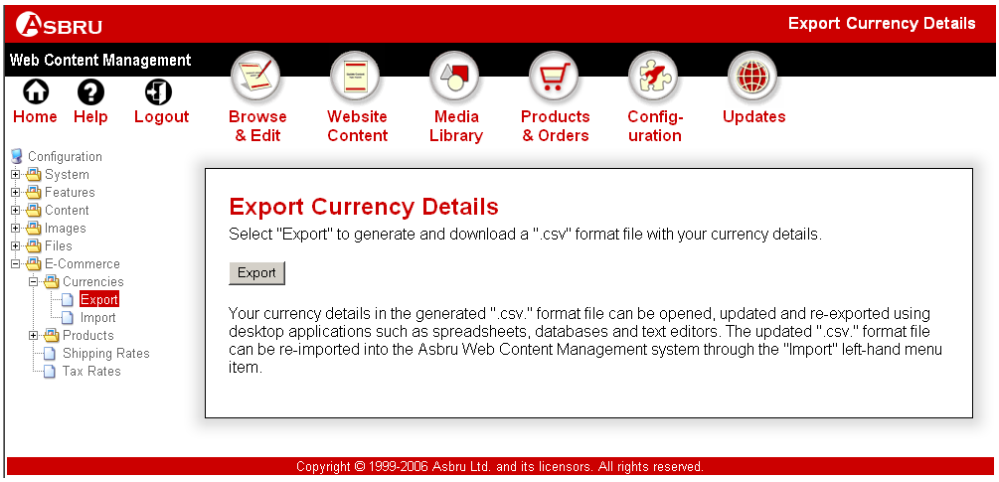
To make it easy to synchronize the currency details between your existing currency database and the currencies in the Asbru Web Content Management system E-Commerce Add-On module you can export/import the currency details from/into the Asbru Web Content Management system E-Commerce Add-On module.

4.2.4.1 Export Currency Details

Select the Configuration – E-Commerce - Currencies - Export menu item link to access the Export Currency Details administration.

Select “Export” to extract your current currency details from the Asbru Web Content Management system E-Commerce Add-On module and to download them as a .csv format file.

The downloaded .csv format file can be opened and edited using spreadsheet desktop applications, and it can be imported by database applications.

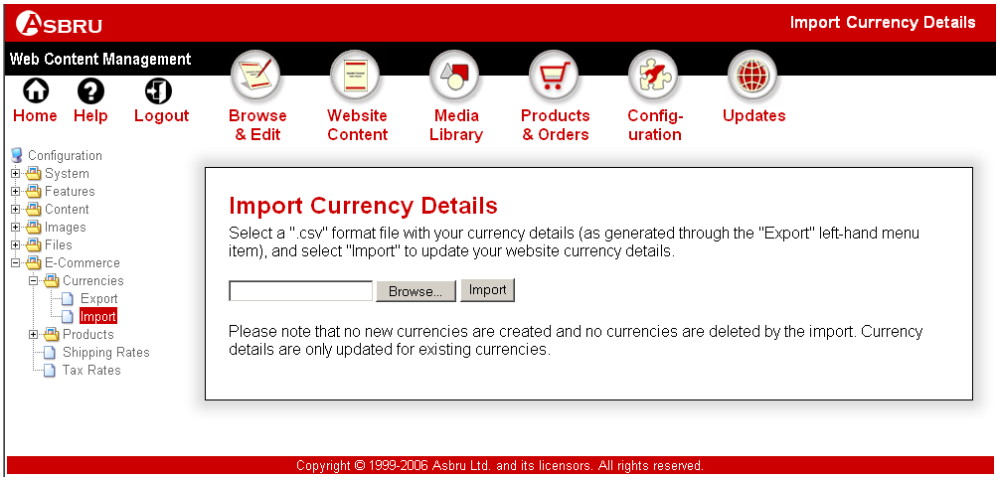


4.2.4.2 Import Currency Details

Select the Configuration – E-Commerce - Currencies - Import menu item link to access the Import Currency Details administration.

Select a .csv format file (as exported through the Export Currency Details functionality) from your local computer and select “Import” to upload and import it into the Asbru Web Content Management system E-Commerce Add-On module. Any updated currency details in the imported .csv format file are updated in the Asbru Web Content Management system E-Commerce Add-On module through the import.

Please note that no new currencies are created and no currencies are deleted by the import. Currency details are only updated for existing currencies. Currencies must be created and deleted through the currency administration.



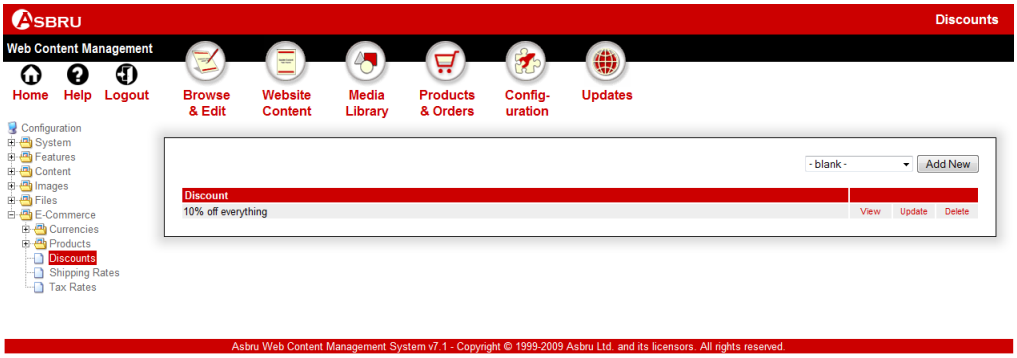
4.2.5 Discounts Rates

Discount rates are used to define special offers for your website customers' orders.

Different types of discount rates may be defined:

- Discounts to certain users.
- Discounts on certain products.
- Discounts for a given sale period.
- General discounts on orders above a given amount.
- Volume discounts on purchase of a given quantity of certain products.
- Fixed price offers on purchase of a given quantity of certain products.
- BOGOF (Buy One Get One Free) and similar discounts.

Select the Configuration – E-Commerce – Discounts menu item link to access the Discount Rates configuration. Your currently defined discount rates are listed.

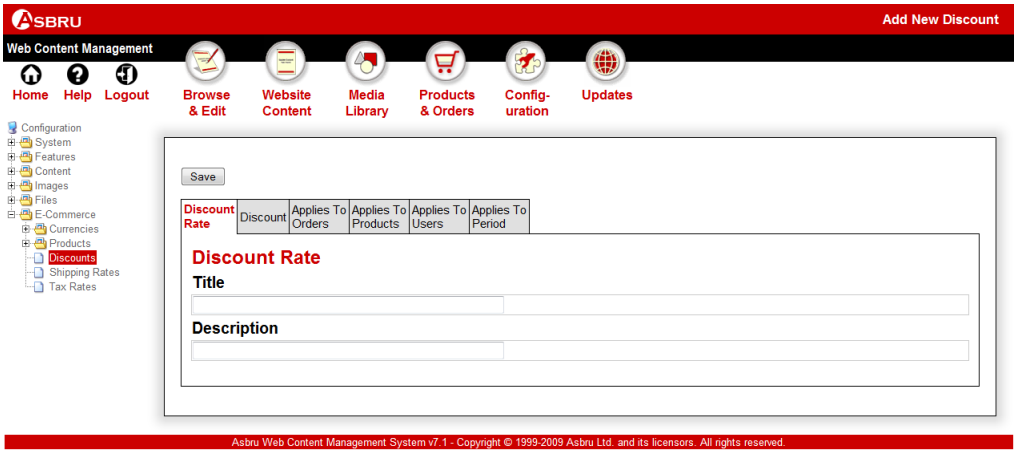


Select Add New, View, Update and Delete to define your discount rates.

For each discount rate you define its:

- Discount Rate:
  - Title
    The name used in the discount rates administration for the discount rate.

  - Description
    The description displayed to your website customers for the discount rate.



- Discount Details:
  The discount to be applied to orders.

  - General Discount
    - Amount
      Amount to be subtracted from the product price or the order total.

    - Currency / Percentage
      Amount in money or a percentage to be subtracted from the product price or the order total.

    - Off Each Item / Total Price
      (Only applies to currency amount discount – not percentage discount).

      - Off Each Item Of These Products
        Substracts the discount amount multiplied by the quantity of the given products.

      - Off Total Price For These Products
        Substracts the discount amount from the total order amount for the given products.

    - For example:
      10% off all products
      $10 off all orders

  - Volume Discount

- Quantity From and To
  The quantity of the given products for which the discount applies.
  Leave the quantity to blank for no upper limit quantity.

- Of Any Products / The Same Product

  - Of Any Products
    Discount applies to any mix of product items from the given products groups/types (Applies To Products).

  - Of The Same Product
    Discount only applies to multiple items of the same product.

- Amount
  Amount to be subtracted from the product price or the order total.

- Currency / Percentage
  Amount in money or a percentage to be subtracted from the product price or the order total.

- Off Each Item / Total Price
  (Only applies to currency amount discount – not percentage discount).

  - Off Each Item Of These Products
    Substracts the discount amount multiplied by the quantity of the given products.

  - Off Total Price For These Products
    Substracts the discount amount from the total order amount for the given products.

- For example:
  10% off purchase of any 3 or more products
  Buy 5 XYZ products and get $10 off

o Fixed Price

- Quantity From and To
  The quantity of the given products for which the discount applies.
  Leave the quantity to blank for no upper limit quantity.

- Of Any Products / The Same Product

  - Of Any Products
    Discount applies to any mix of product items from the given products groups/types (Applies To Products).

  - Of The Same Product
    Discount only applies to multiple items of the same product.

- Amount
  Product price to be used per product item (if lower than the standard product price).

- Currency
  Product price currency.

- Per Item / In Total

  - Per Item For These Products
    Charges the discount amount multiplied by the quantity of the given products.

  - In Total For These Products
    Charges the discount amount in total for the given quantity of the given products.

- For example:
  $10 for any 3 products
  $10 each for any 3 or more products

o BOGOF

- Quantity At Standard Product Price
  The quantity of the given products to be purchased at the standard product price.

- Of Any Products / The Same Product

  - Of Any Products
    Discount applies to any mix of product items from the given products groups/types (Applies To Products).

  - Of The Same Product
    Discount only applies to multiple items of the same product.

- Quantity At Discounted Price
  The quantity of the given products to be purchased at the discounted price.

- Amount
  Product price to be used per product item (if lower than the standard product price).

- Currency / Percentage
  Amount in money or a percentage of the standard product price to be used.

- Per Item / In Total / Off Each Item

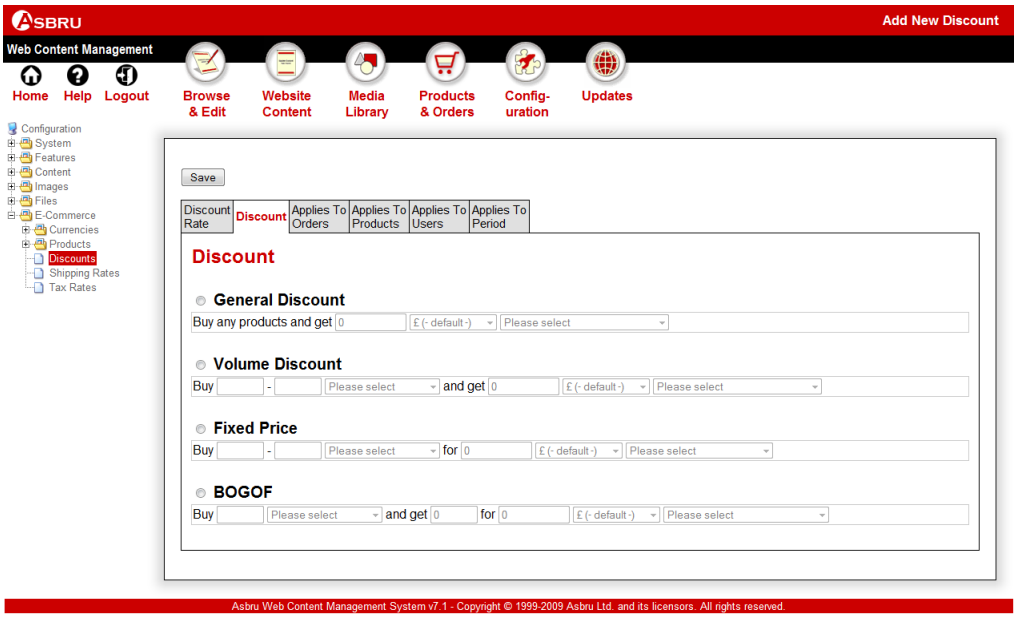
- Per Item Of These Products
  Each product item is charged at the given discount amount.

- In Total For These Products
  The total quantity of discounted product items (Quantity At Discounted Price) is charged at the given discount amount.

- Off Each Item Of These Products
  The given discount amount is subtracted from each product item's standard product price.

- For example:
  Buy1 Get 1 Free
  Buy 2 Get 2 Half Price
  Buy 3 Get 2 For $10

All discounts are always applied in product price order. Volume and fixed price and BOGOF discounts for odd quantities of product items will be applied to the most expensive product items and the standard product price will be charged for the remaining cheapest product items. BOGOF discounts will charge the standard product price for the most expensive product items and the discounted product price for the least expensive product items for each "set" of product items (for example, Buy1 Get 1 50% Off - standard price for the 1st most expensive product, half price for the 2nd most expensive product, standard price for the 3rd most expensive product, half price for the 4th most expensive product etc).



- Applies To Orders:
  The discount rate is to be applied to the entire order for orders matching all the defined criteria. Any number and combinations of the criteria can be defined. Undefined criteria (where left blank) are ignored and will match all orders - i.e. leave Country blank to apply

to orders for any country (where all the other criteria match).

- Country
  The order delivery country for which the discount rate applies.

- State
  The order delivery state for which the discount rate applies.

- Quantity From
  The minimum order quantity for which the discount rate applies.

- Quantity To
  The maximum order quantity for which the discount rate applies.

- Total Currency
  The order currency for which the discount rate applies.

- Total From
  The minimum order amount excluding shipping and tax for which the discount rate applies.

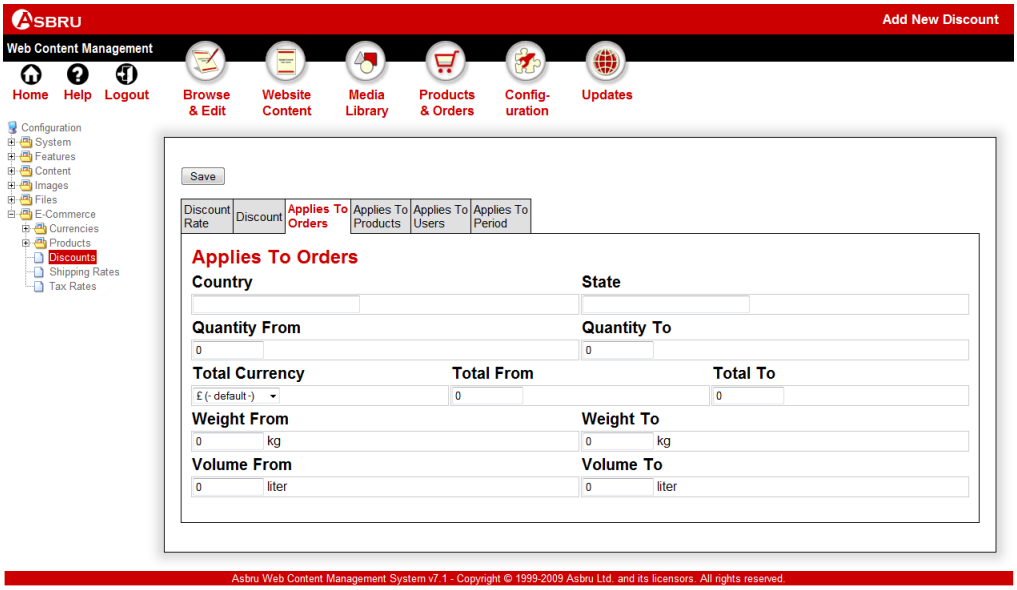
- Total To
  The maximum order amount excluding shipping and tax for which the discount rate applies.

- Weight From
  The minimum order weight for which the discount rate applies.

- Weight To
  The maximum order weight for which the discount rate applies.

- Volume From
  The minimum order volume for which the discount rate applies.

- Volume To
  The maximum order volume for which the discount rate applies.



- Applies To Products:
  The discount rate is to be applied to the individual products matching all the defined criteria. Any number and combinations of the criteria can be defined.

    - Product
      The specific product for which the discount rate applies.

    - Group
      The product group for which the discount rate applies.

    - Type
      The product type for which the discount rate applies.

    - Weight From
      The minimum product weight for which the discount rate applies.

    - Weight To
      The maximum product weight for which the discount rate applies.

    - Volume From
      The minimum product volume for which the discount rate applies.

    - Volume To
      The maximum product volume for which the discount rate applies.

    - Width From
      The minimum product width for which the discount rate applies.

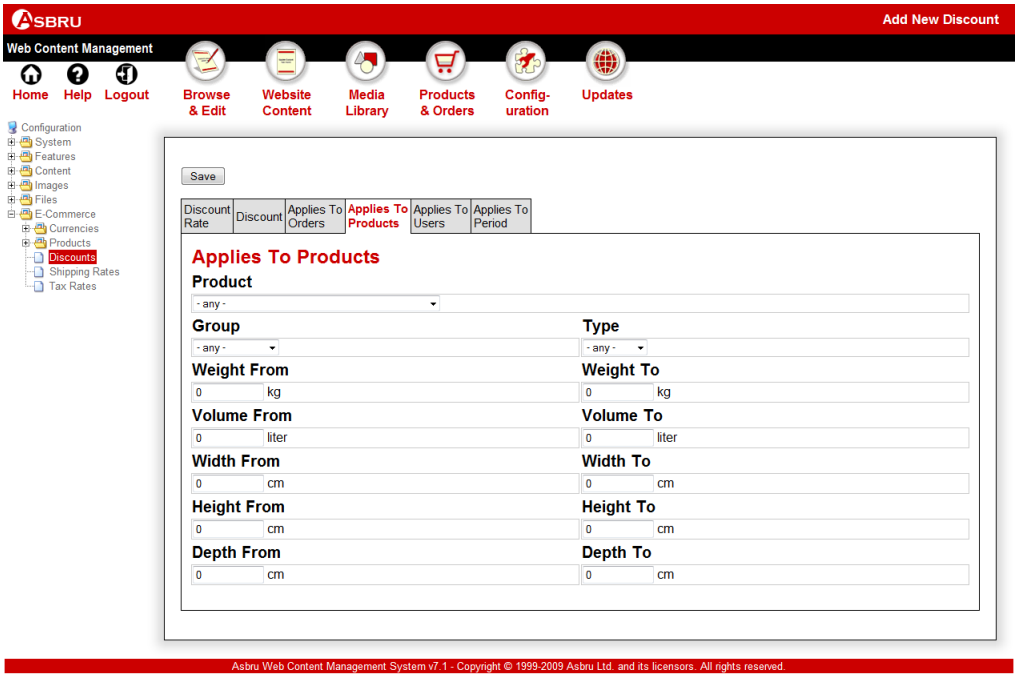
    - Width To
      The maximum product width for which the discount rate applies.

- Height From
  The minimum product height for which the discount rate applies.

- Height To
  The maximum product height for which the discount rate applies.

- Depth From
  The minimum product depth for which the discount rate applies.

- Depth To
  The maximum product depth for which the discount rate applies.



- Applies To Users:
  The discount rate is to be applied to the individual users matching all the defined criteria. Any number and combinations of the criteria can be defined.

  - User
    The specific user for which the discount rate applies.

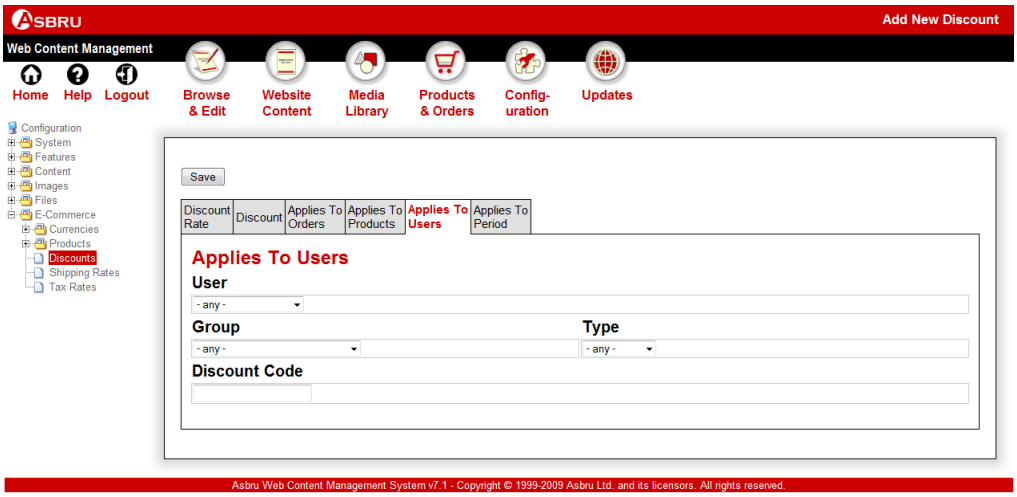
  - Group
    The product group for which the discount rate applies.

  - Type
    The product type for which the discount rate applies.

  - Discount Code
    The discount code to be entered by the customers for which the discount rate applies.

To use discount rates with discount codes an additional, special input field must be added to the shopping cart web pages for website visitors to enter discount codes:

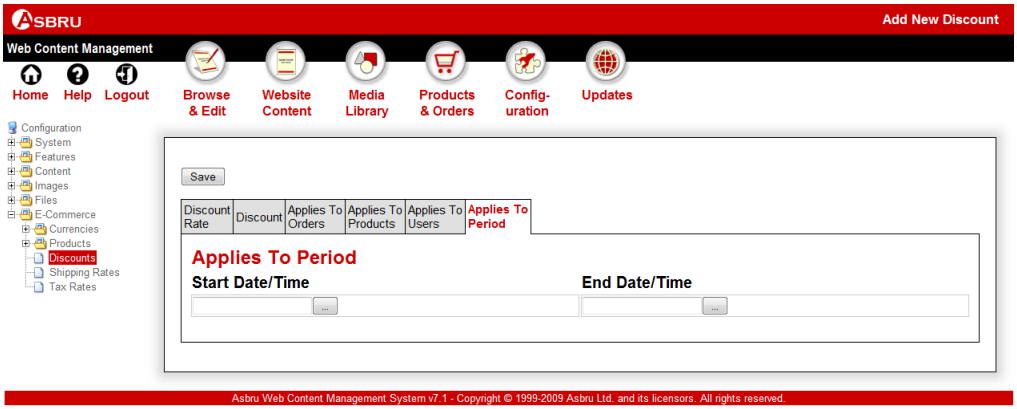
<INPUT type="text" name="discount">	Defines that your website visitors can enter a discount code into a text input field. This will apply any discount rates with the entered discount code to the website visitors order. Multiple discount codes can be entered by the website visitor one at a time. Discount codes can be entered before or after products are added to the shopping cart. Discount codes must be entered before the shopping cart checkout / order is completed. Typically, the discount code input field can be used next to the "Update" (quantities) shopping cart button.



- Applies To Period:
  The discount rate is to be applied during the given period.

    - Start Date/Time
      The start date/time for which the discount rate applies. Leave blank for "now".

    - End Date/Time
      The end date/time for which the discount rate applies. Leave blank for "forever".



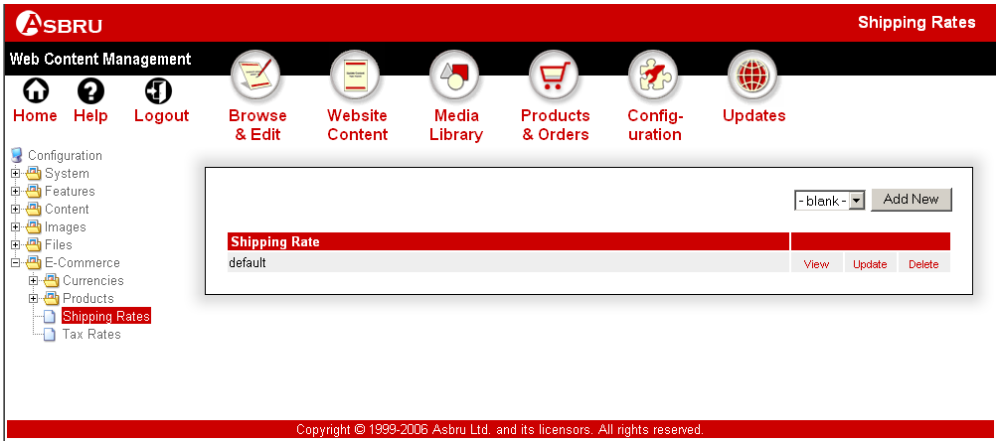
4.2.6 Shipping Rates

Shipping rates are used to define postage and packaging costs for your website customers' orders. If all postage and packaging costs are included in your product prices and no additional costs are to be added to your website customers' orders, you do not need to define shipping rates.

Different types of shipping rates may be defined:

- Standard postage and packaging costs.
- Additional and different postage and packaging costs for different products, product types and product groups.
- Additional and different postage and packaging costs for delivery to different countries and states.
- Additional and different postage and packaging costs for different order quantities and order amounts.
- Fixed postage and packaging costs per order.
- Fixed postage and packaging costs per ordered item.
- Postage and packaging costs as a percentage of the entire order amount.
- Postage and packaging costs as a percentage of individual product prices.

Select the Configuration – E-Commerce – Shipping Rates menu item link to access the Shipping Rates configuration. Your currently defined shipping rates are listed.

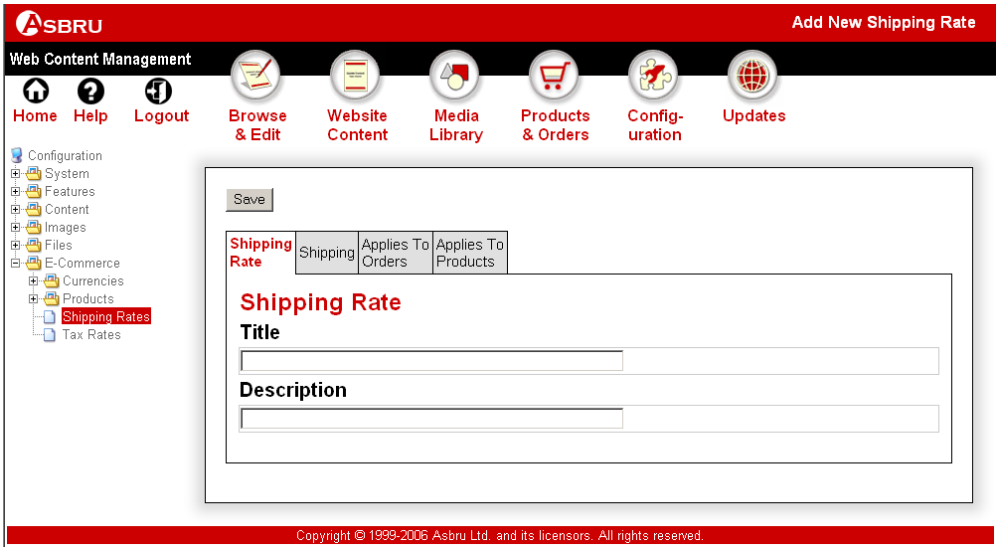


Select Add New, View, Update and Delete to define your shipping rates.

For each shipping rate you define its:

- Shipping Rate:
  - Title
    The name used in the shipping rates administration for the shipping rate.

  - Description
    The description displayed to your website customers for the shipping rate.



- Shipping Details:
  The postage and packaging costs to be added to orders.

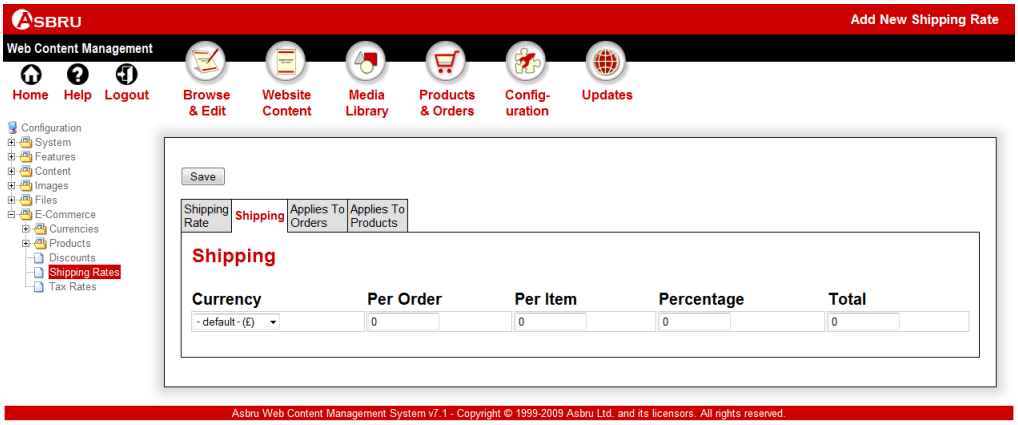
  - Currency
    The currency in which the shipping rate amounts are defined.

- Per Order
  The amount to be added once per order for the shipping rate.

- Per Item
  The amount to be added per order item for the shipping rate.

- Percentage
  The percentage (0 to 100) of the order amount to be added for the shipping rate.

- Total
  The maximum total amount per order for the shipping rate.



- Applies To Orders:
  The shipping rate is to be applied to the entire order for orders matching all the defined criteria. Any number and combinations of the criteria can be defined. Undefined criteria (where left blank) are ignored and will match all orders - i.e. leave Country blank to apply to orders for any country (where all the other criteria match).

  - Country
    The order delivery country for which the shipping rate applies.

  - State
    The order delivery state for which the shipping rate applies.

  - Quantity From
    The minimum order quantity for which the shipping rate applies.

  - Quantity To
    The maximum order quantity for which the shipping rate applies.

  - Total Currency
    The order currency for which the shipping rate applies.

  - Total From
    The minimum order amount excluding shipping and tax for which the shipping

rate applies.

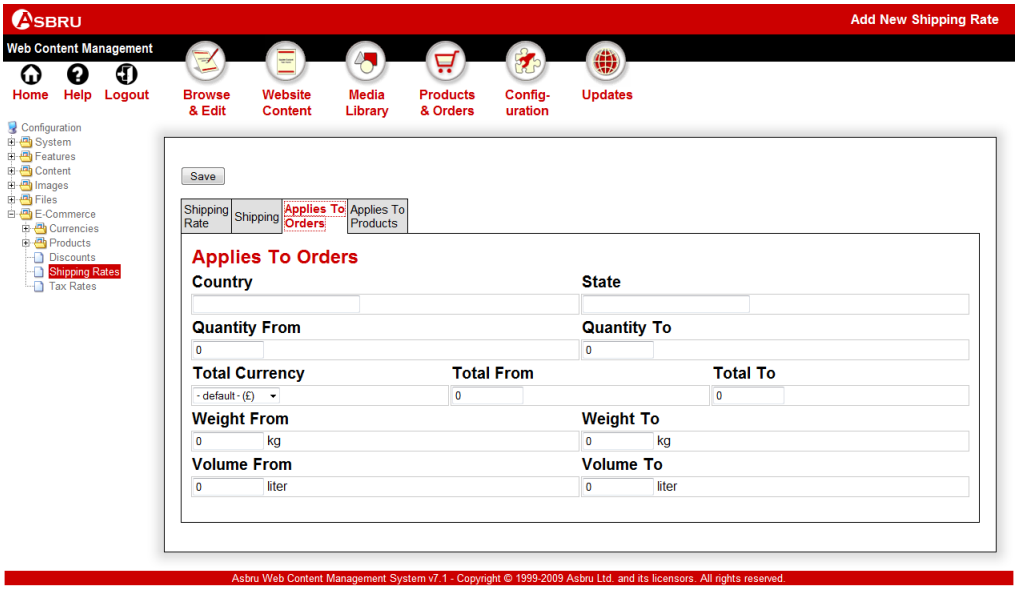
- Total To
  The maximum order amount excluding shipping and tax for which the shipping rate applies.

- Weight From
  The minimum order weight for which the shipping rate applies.

- Weight To
  The maximum order weight for which the shipping rate applies.

- Volume From
  The minimum order volume for which the shipping rate applies.

- Volume To
  The maximum order volume for which the shipping rate applies.



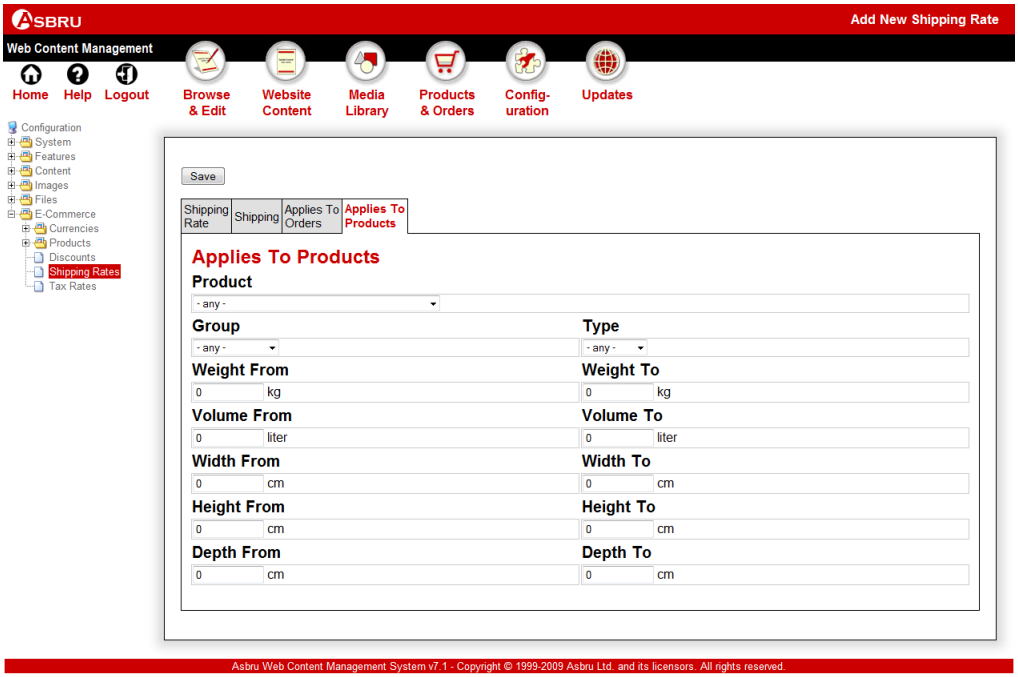
- Applies To Products:
  The shipping rate is to be applied to the individual products matching all the defined criteria. Any number and combinations of the criteria can be defined.

  - Product
    The specific product for which the shipping rate applies.

  - Group
    The product group for which the shipping rate applies.

  - Type
    The product type for which the shipping rate applies.

- Weight From
  The minimum product weight for which the shipping rate applies.
- Weight To
  The maximum product weight for which the shipping rate applies.
- Volume From
  The minimum product volume for which the shipping rate applies.
- Volume To
  The maximum product volume for which the shipping rate applies.
- Width From
  The minimum product width for which the shipping rate applies.
- Width To
  The maximum product width for which the shipping rate applies.
- Height From
  The minimum product height for which the shipping rate applies.
- Height To
  The maximum product height for which the shipping rate applies.
- Depth From
  The minimum product depth for which the shipping rate applies.
- Depth To
  The maximum product depth for which the shipping rate applies.



Please note that Applies To Orders and Applies To Products criteria should not be combined or the shipping rate may be applied to orders twice.

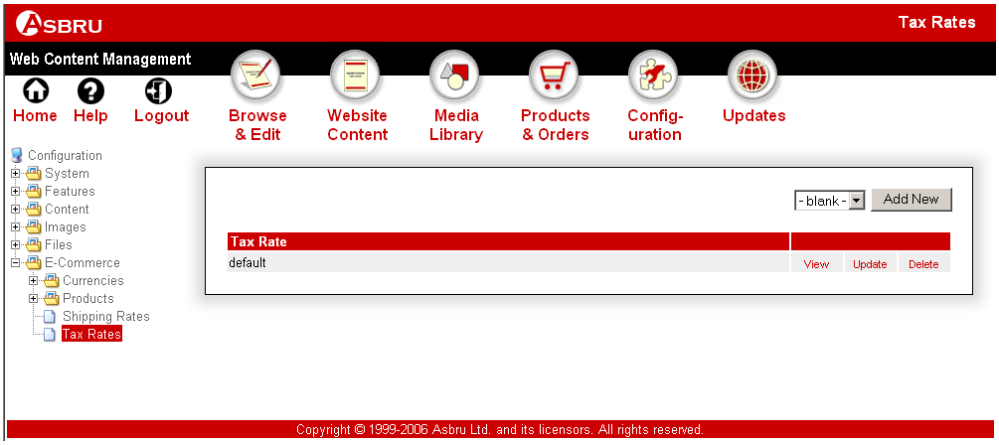
4.2.7 Tax Rates

Tax rates are used to define V.A.T. and other taxes and duties for your website customers' orders. If all taxes are included in your product prices and no additional taxes are to be added to your website customers' orders, you do not need to define tax rates.

Different types of tax rates may be defined:

- Standard taxes.
- Additional and different taxes for different products, product types and product groups.
- Additional and different taxes for delivery to different countries and states.
- Additional and different taxes for different order quantities and order amounts.
- Fixed taxes per order.
- Fixed taxes per ordered item.
- Taxes as a percentage of the entire order amount.
- Taxes as a percentage of individual product prices.

Select the Configuration – E-Commerce – Tax Rates menu item link to access the Tax Rates configuration. Your currently defined tax rates are listed.

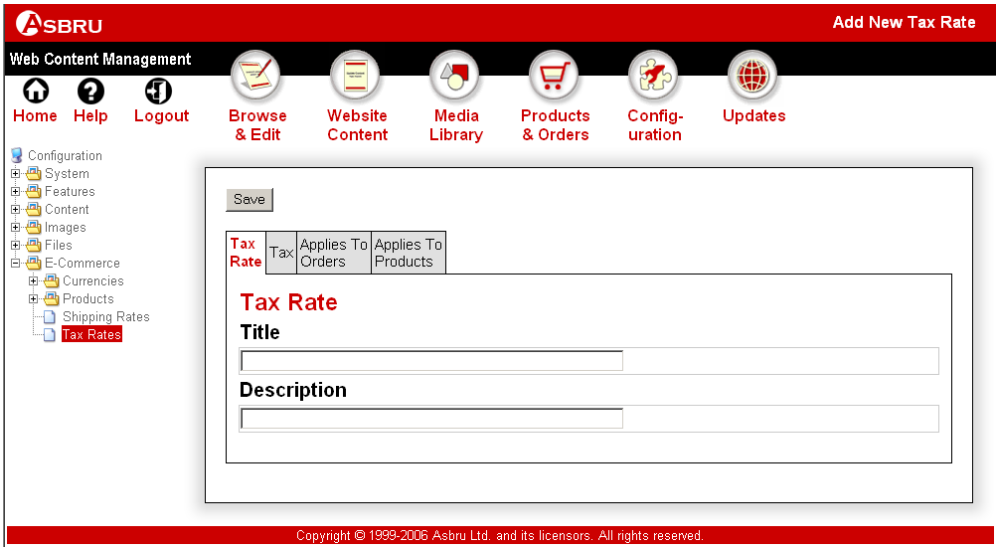


Select Add New, View, Update and Delete to define your tax rates.

For each tax rate you define its:

- Tax Rate:
  - Title
    The name used in the tax rates administration for the tax rate.

  - Description
    The description displayed to your website customers for the tax rate.



- Tax Details:
  The tax to be added to orders.

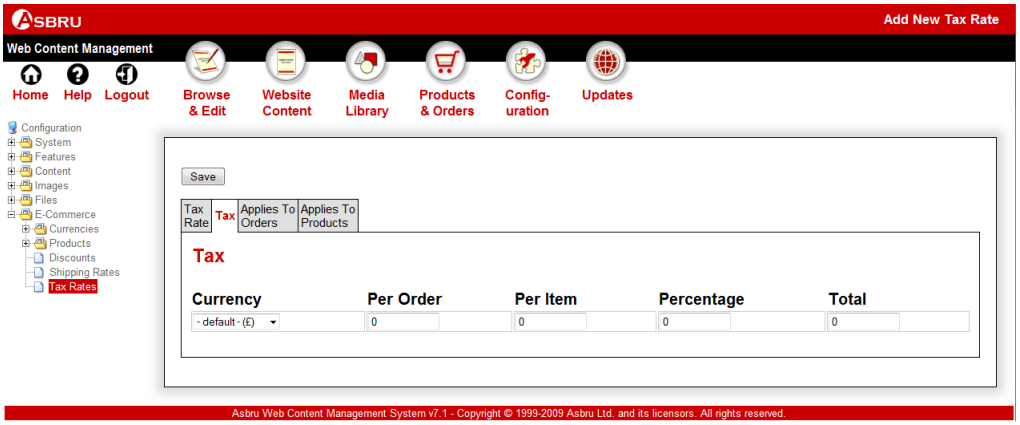
  - Currency
    The currency in which the tax rate amounts are defined.

- Per Order
  The amount to be added once per order for the tax rate.

- Per Item
  The amount to be added per order item for the tax rate.

- Percentage
  The percentage (0 to 100) of the order amount to be added for the tax rate.

- Total
  The maximum total amount per order for the tax rate.



- Applies To Orders:
  The tax rate is to be applied to the entire order for orders matching all the defined criteria. Any number and combinations of the criteria can be defined. Undefined criteria (where left blank) are ignored and will match all orders - i.e. leave Country blank to apply to orders for any country (where all the other criteria match).

  - Country
    The order delivery country for which the tax rate applies.

  - State
    The order delivery state for which the tax rate applies.

  - Quantity From
    The minimum order quantity for which the tax rate applies.

  - Quantity To
    The maximum order quantity for which the tax rate applies.

  - Total Currency
    The order currency for which the tax rate applies.

  - Total From
    The minimum order amount excluding shipping and tax for which the tax rate

applies.

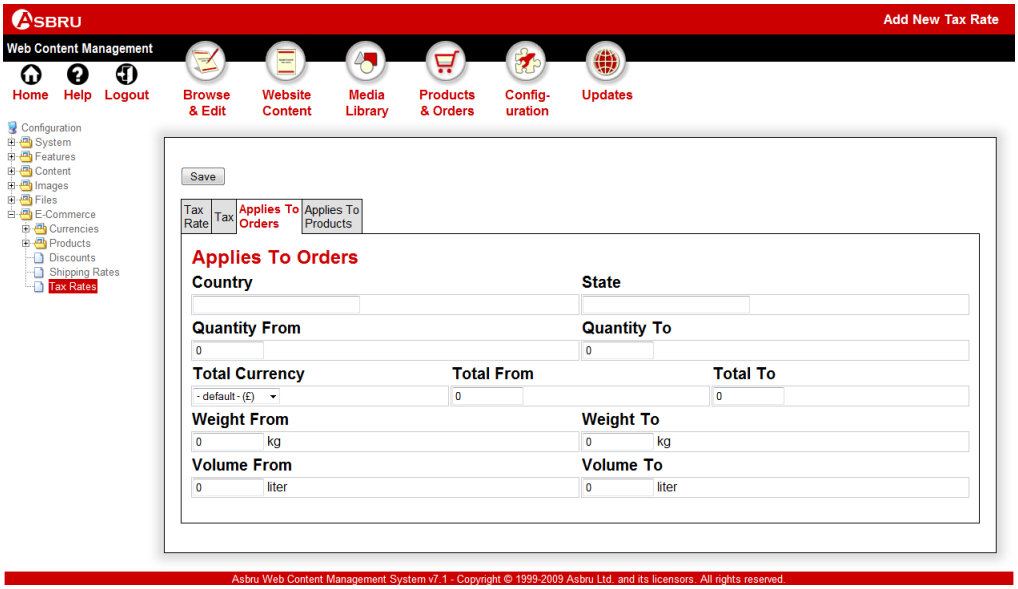
- Total To
  The maximum order amount excluding shipping and tax for which the tax rate applies.

- Weight From
  The minimum order weight for which the tax rate applies.

- Weight To
  The maximum order weight for which the tax rate applies.

- Volume From
  The minimum order volume for which the tax rate applies.

- Volume To
  The maximum order volume for which the tax rate applies.



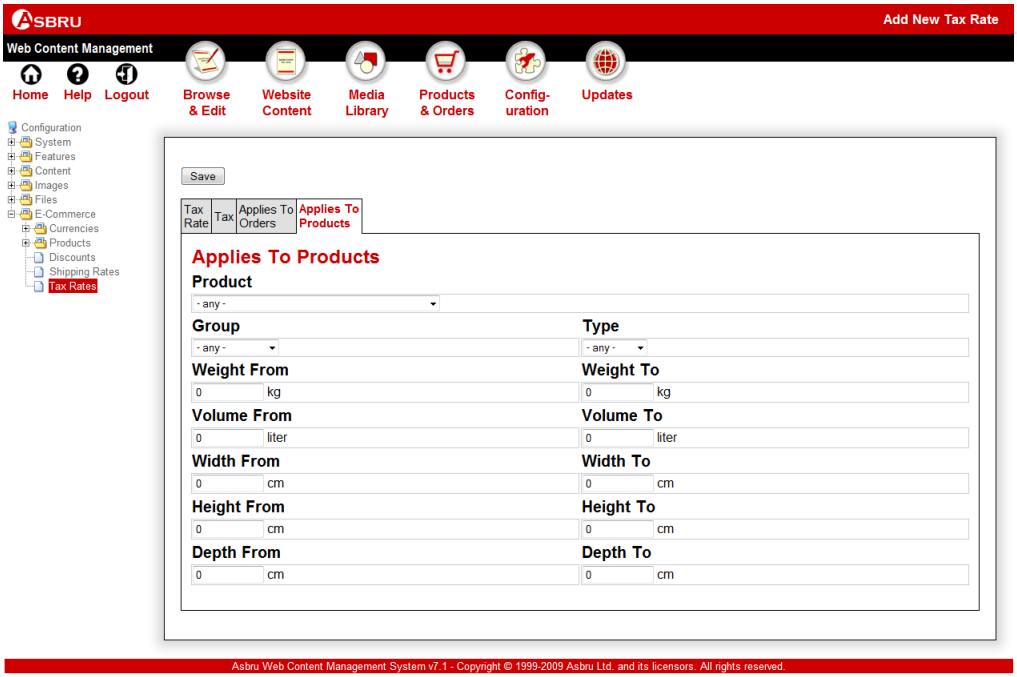
- Applies To Products:
  The tax rate is to be applied to the individual products matching all the defined criteria. Any number and combinations of the criteria can be defined.

  - Product
    The specific product for which the tax rate applies.

  - Group
    The product group for which the tax rate applies.

  - Type
    The product type for which the tax rate applies.

- Weight From
  The minimum product weight for which the tax rate applies.
- Weight To
  The maximum product weight for which the tax rate applies.
- Volume From
  The minimum product volume for which the tax rate applies.
- Volume To
  The maximum product volume for which the tax rate applies.
- Width From
  The minimum product width for which the tax rate applies.
- Width To
  The maximum product width for which the tax rate applies.
- Height From
  The minimum product height for which the tax rate applies.
- Height To
  The maximum product height for which the tax rate applies.
- Depth From
  The minimum product depth for which the tax rate applies.
- Depth To
  The maximum product depth for which the tax rate applies.

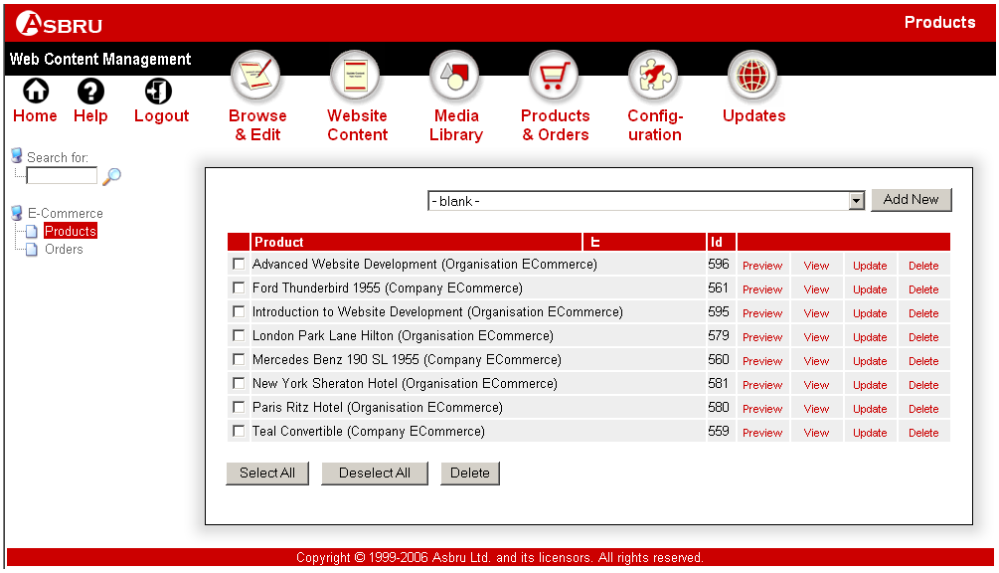


Please note that Applies To Orders and Applies To Products criteria should not be combined or the tax rate may be applied to orders twice.

4.3 Product Administration

The product administration is very similar to and part of the ordinary content administration. The product administration is exactly like the page administration except for a number of additional product details, which can be specified for products. Otherwise, the product administration is as easy to use, flexible and powerful as the page administration.

Select the Products & Orders - Products menu item link to access the Products administration.



4.3.1 Index

The main page of the product administration is an index listing all the current products ordered by title with links for each product as described in the following sections.

4.3.2 Preview

The Preview link opens a new web browser window where the product is displayed as it looks on the public website if it is published. Please close the new web browser window to return to the Product Administration web page.

4.3.3 View

The View link displays the product and its attributes and settings in the Asbru Web Content Management system.

4.3.4 Update

The Update link opens the product in the content editor with access to update it.

4.3.5 Delete

The Delete link displays the product and gives access to confirm to delete the product.

4.3.5.1 Delete Selected

The Delete Selected button deletes all products selected by checking the box to the left of each product.

4.3.6 Add New

Finally, the index listing includes access to create new products.

To the right above the product listing items a product list and an Add New button may be displayed. These give access to select an existing product and create a new product as a copy of the selected existing product. Usually, you would always use this method to add new content items to quickly set the correct attributes and settings for your new content item.

4.3.7 Content Editor

Editing a product is exactly like editing ordinary content pages except for a few simple additions.

Additional Product Details and Product Delivery attributes are included for entering the product order details such as the price per item and order code as well as product options.

Editing the product information text and images etc. is done using the ordinary web editor. The only difference is the option to include some special codes to display the product details such as the price.

4.3.7.1 Product Details

For products, additional Product attributes are added to your content editor pages. Use these additional input fields to create and update your product details:

- Order Code
  The unique order code as used by your order processing to identify the exact product ordered.

- Price Per Item
  The sales price currency and amount payable by your website customers for one item of the product for the given period - “once” for one-off purchased products – or “per day”, “per week”, “per two weeks”, “per month”, “per two months”, “per quarter”, “per half-year” or “per year” for subscription products.

- In Stock
  The quantity of the product, which you have in stock. Please note that the stock quantity is not automatically checked and decreased when your website customers order products.

- Comment
  A product comment such as when further stock deliveries are expected etc.

- Weight
  The weight (in kg) per product item.

- Volume
  The volume (in liter) per product item.

- Width
  The width (in cm) per product item.

- Height
  The height (in cm) per product item.

- Depth
  The depth (in cm) per product item.

- Product Details - Add New
  Any number of additional product details attributes can be defined by entering a name for the product attribute and selecting Add New. Then a new product details input field for

that product attribute will be displayed.

- Product Options - Add New
  Any number of product options attributes can be defined by entering a name for the product option and selecting Add New. Then a new product options input field for that product option will be displayed. Leave the product options input field blank for customers to enter a value into it on the E-Commerce Add-On shopping cart page. Enter a number of pre-defined production option values for customers to select between into the product options input field with one product option value per line.

The product details and product options are used by the E-Commerce Add-On shopping cart, checkout, order confirmation and order notification functionality. The product details can also be displayed on your product pages as described in the following section.

In relation to automated product delivery (see 4.3.7.3 Product Delivery) a number of special Product Options with the following names can be defined:

- user:scheduled_publish
  Sets the Scheduled Publish date/time for the created user account to the given value instead of using the value from the copied Product Delivery User Template user account.

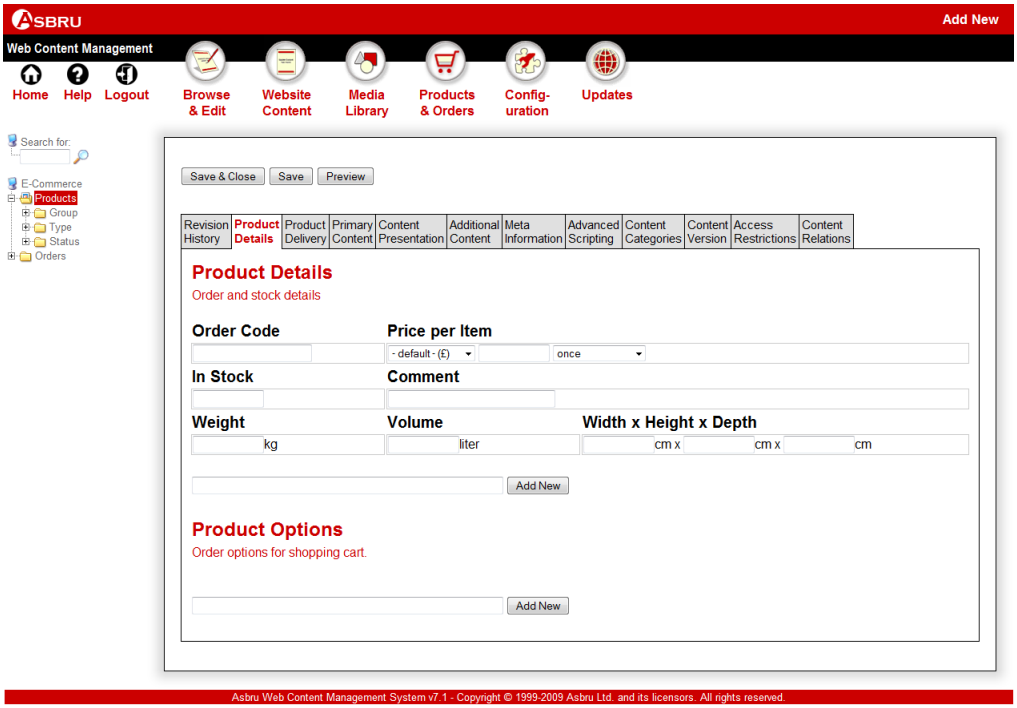
- user:scheduled_publish_email
  Sets the Scheduled Publish Email page id for the page to be emailed to the created user account to the given value instead of using the value from the copied Product Delivery User Template user account.

- user:scheduled_notify
  Sets the Scheduled Notify date/time for the created user account to the given value instead of using the value from the copied Product Delivery User Template user account.

- user:scheduled_notify_email
  Sets the Scheduled Notify Email page id for the page to be emailed to the created user account to the given value instead of using the value from the copied Product Delivery User Template user account.

- user:scheduled_unpublish
  Sets the Scheduled Expiration date/time for the created user account to the given value instead of using the value from the copied Product Delivery User Template user account.

- user:scheduled_unpublish_email
  Sets the Scheduled Expiration Email page id for the page to be emailed to the created user account to the given value instead of using the value from the copied Product Delivery User Template user account.



4.3.7.2 Primary Content Special Codes

The product details are not displayed on your website product pages, automatically. For full flexibility in how you present your product details to your website customers, you need to include a few special codes in the primary content for your products.

The product pages must be created just like any other regular content page except for the inclusion of a few simple special codes similar to the codes used in content templates:

@@@code@@@	Defines where the product order code is to be inserted.
@@@currency@@@	Defines where the product price per item currency is to be inserted.
@@@currencytitle@@@	Defines where the product price per item currency title is to be inserted.
@@@price@@@	Defines where the product price per item amount is to be inserted.
@@@stock@@@	Defines where the product in stock quantity is to be inserted.
@@@comment@@@	Defines where the product comment is to be inserted.
@@@weight@@@	Defines where the product weight is to be inserted.
@@@volume@@@	Defines where the product volume is to be inserted.
@@@width@@@	Defines where the product width is to be inserted.

@@@height@@@	Defines where the product height is to be inserted.
@@@depth@@@	Defines where the product depth is to be inserted.
@@@options@@@	Defines where the product options are to be inserted.
@@@availability@@@	Defines where the product availability is to be displayed. Please see 4.3.7.3 Product Delivery and 8.4 Product Availability and Delivery Custom /Third-Party Extensions for details.

Besides adding/editing these special HTML codes, you can use the visual web content editor to add other content and arrange it and the special code just like any other content.

The product page does not need to include all the special codes and each special code can be used multiple times. Usually, the product page should always include @@@currency@@@ and @@@price@@@.

These special codes may also be included in content templates and elements instead of or in combination with being included in the product page. Please see 2.6.3 Elements and 2.6.4 Templates for details.

4.3.7.3 Product Delivery

Upon successful order and payment completion products content can be displayed or emailed to the customers. Product delivery can also create a new user account for the customer and execute special custom extension programs to generate and deliver products programmatically.

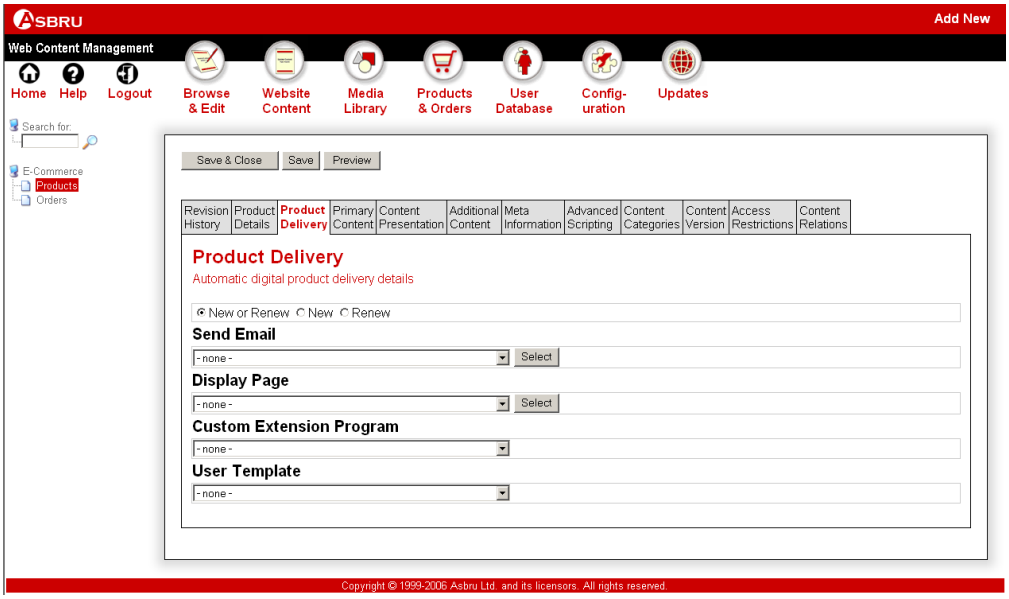
- New ~ Renew ~ Add-On
  Define if product delivery is to be handled as a new customer or as a renewal or an add-on for an existing customer.

- Send Email
  A page to be emailed to the customer for this product upon successful order and payment.

- Display Page
  A page to be displayed to the customer for this product upon successful order and payment completion.

- Custom Extension Program
  A custom extension program to be run for this product to check its availability and/or upon successful order and payment completion. Please see 8.4 Product Availability and Delivery Custom /Third-Party Extensions for details.

- User Template
  A user account to be copied to create a new user account for the customer upon successful order and payment completion.



4.3.7.4 Primary Delivery Special Codes

The product delivery pages to be displayed and/or emailed to customers upon successful order and payment completion include a few additional special codes in the primary content to displayed special content for the purchased products.

The product delivery pages must be created just like any other regular content page except for the inclusion of a few simple special codes similar to the codes used in content templates:

@@@order_id@@@	Defines where the order id is to be inserted.
@@@order_created@@@	Defines where the order created date/time is to be inserted.
@@@order_created:FORMAT=XXXXX@@@	Defines where the order created date/time is to be inserted using the given (strftime) format.
@@@order_paid@@@	Defines where the order paid date/time is to be inserted.
@@@order_paid:FORMAT=XXXXX@@@	Defines where the order paid date/time is to be inserted using the given (strftime) format.
@@@user_name@@@	Defines where the created user account (if any) name is to be inserted.
@@@user_email@@@	Defines where the created user account (if any) email address is to be inserted.
@@@user_id@@@	Defines where the created user account (if any) id is to be inserted.
@@@user_username@@@	Defines where the created user account (if any) username is to be inserted.
@@@user_password@@@	Defines where the created user account (if any) password is to be inserted.

@@@user_created@@@	Defines where the created user account (if any) created date/time is to be inserted.
@@@user_created:FORMAT=XXXXX@@@	Defines where the created user account (if any) created date/time is to be inserted using the given (strftime) format.
@@@user_activation@@@	Defines where the created user account (if any) activation date/time is to be inserted.
@@@user_activation:FORMAT=XXXXX@@@	Defines where the created user account (if any) activation date/time is to be inserted using the given (strftime) format.
@@@user_notification@@@	Defines where the created user account (if any) notification date/time is to be inserted.
@@@user_notification:FORMAT=XXXXX@@@	Defines where the created user account (if any) notification date/time is to be inserted using the given (strftime) format.
@@@user_expiration@@@	Defines where the created user account (if any) expiration date/time is to be inserted.
@@@user_expiration:FORMAT=XXXXX@@@	Defines where the created user account (if any) expiration date/time is to be inserted using the given (strftime) format.
@@@user_XXXXX@@@	Defines where the custom user attribute (replace "XXXXX" with the custom user attribute name) is to be inserted.
@@@program_output@@@	Defines where the output from the custom extension program is to be displayed.

For the Hosting Edition web content management system the following additional special codes can also be used for product delivery of hosting client websites:

@@@hosting_address@@@	Defines where the created hosting client website (if any) address is to be inserted.
@@@hosting_urlrootpath@@@	Defines where the created hosting client website (if any) URL root path is to be inserted.
@@@hosting_database@@@	Defines where the created hosting client website (if any) database connection string is to be inserted.
@@@hosting_username@@@	Defines where the created hosting client website (if any) superadmin username is to be inserted.

@@@hosting_password@@@	Defines where the created hosting client website (if any) superadmin password is to be inserted.
@@@hosting_email@@@	Defines where the created hosting client website (if any) superadmin email address is to be inserted.
@@@hosting_active@@@	Defines where the created hosting client website (if any) activation date/time is to be inserted.
@@@hosting_notify@@@	Defines where the created hosting client website (if any) expiry notification date/time is to be inserted.
@@@hosting_expiry@@@	Defines where the created hosting client website (if any) expiration date/time is to be inserted.
@@@hosting_personal@@@	Defines where the created hosting client website (if any) Personal Edition software license key is to be inserted.
@@@hosting_professional@@@	Defines where the created hosting client website (if any) Professional Edition software license key is to be inserted.
@@@hosting_enterprise@@@	Defines where the created hosting client website (if any) Enterprise Edition software license key is to be inserted.
@@@hosting_hosting@@@	Defines where the created hosting client website (if any) Hosting Edition software license key is to be inserted.
@@@hosting_ecommerce@@@	Defines where the created hosting client website (if any) E-Commerce Add-On software license key is to be inserted.
@@@hosting_community@@@	Defines where the created hosting client website (if any) Community Add-On software license key is to be inserted.
@@@hosting_databases@@@	Defines where the created hosting client website (if any) Databases Add-On software license key is to be inserted.
@@@hosting_statistics@@@	Defines where the created hosting client website (if any) Statistics Add-On software license key is to be inserted.

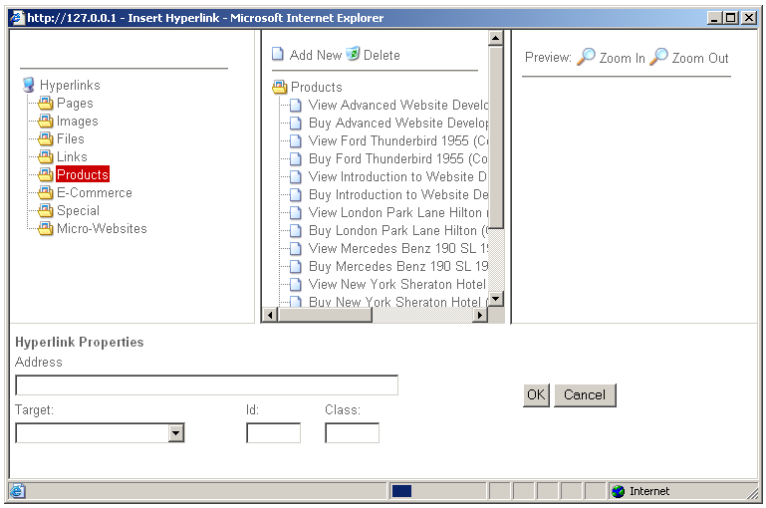
Besides adding/editing these special HTML codes, you can use the visual web content editor to add other content and arrange it and the special code just like any other content.

4.3.7.5 Insert Hyperlink

The final addition to editing products compared to editing any other content is a number of additional hyperlinks to the e-commerce functionality and your products.

Select “Insert Hyperlink” in the web editor to access the usual Insert Hyperlink web page, which includes additional categories and hyperlinks for the e-commerce functionality and your products:

- Products:
  Hyperlinks to view and buy each of your products



- E-Commerce:
  Hyperlinks to the e-commerce functionality

    - Add To Shopping Cart
      Your website customers select this hyperlink to add the currently viewed product to their website shopping cart.

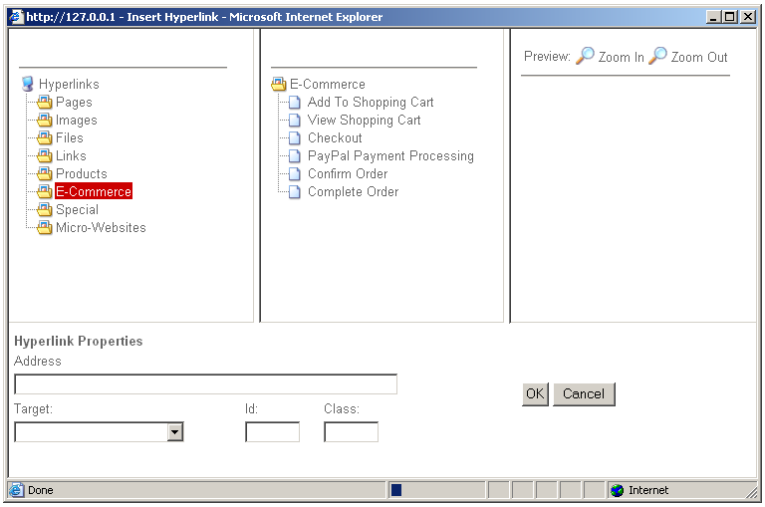
    - View Shopping Cart
      Your website customers select this hyperlink to view the products in their website shopping cart.

    - Checkout
      Your website customers select this hyperlink to proceed to checkout with the products in their website shopping cart.

    - PayPal Payment Processing
      Your website customers select this hyperlink to pay for their order by credit/debit card through the PayPal (www.paypal.com) payment processing service provider.

    - Confirm Order
      Your website customers select this hyperlink to confirm ordering the products in their website shopping cart.

    - Complete Order
      Your website customers select this hyperlink to complete ordering the products in their website shopping cart.

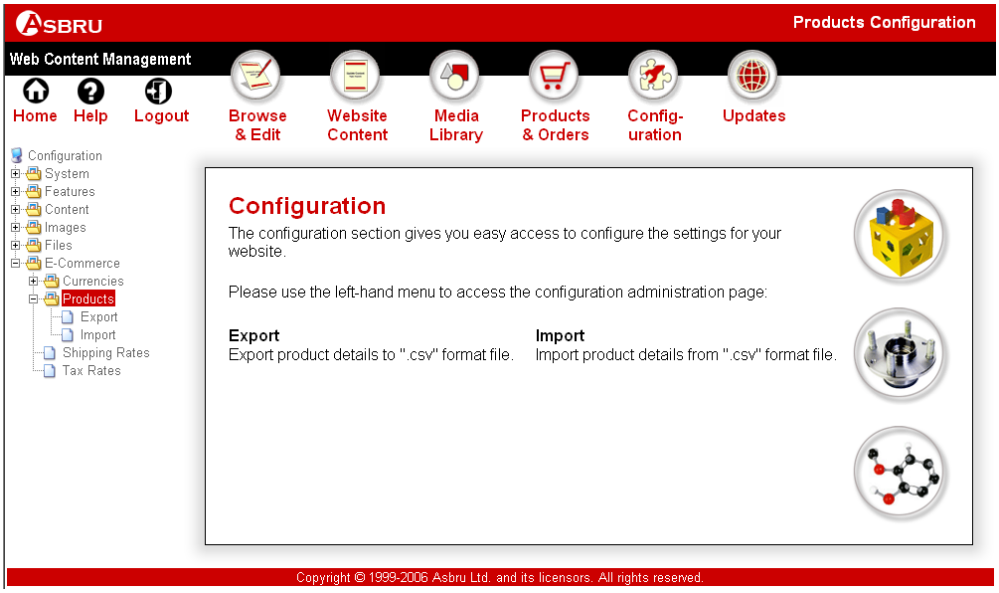


These additional hyperlinks may also be included in content templates instead of or in combination with being included in the product page. Please see 2.6.4 Templates for details.

4.3.8 Product Database Synchronization

Typically, you may have an existing product database (or spreadsheet) and your product details such as price and stock quantities may change frequently. It may not be practical or possible to move your entire product database and administration to the Asbru Web Content Management system E-Commerce Add-On module or to update both your existing product database and the products in the Asbru Web Content Management system E-Commerce Add-On module.

To make it easy to synchronize the product details between your existing product database and the products in the Asbru Web Content Management system E-Commerce Add-On module you can export/import the product details from/into the Asbru Web Content Management system E-Commerce Add-On module.

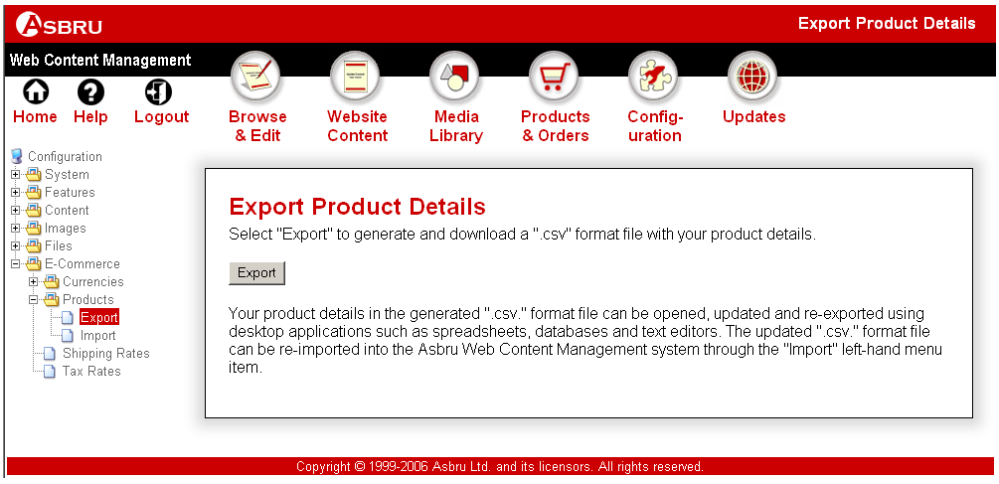


4.3.8.1 Export Product Details

Select the Configuration – E-Commerce - Products - Export menu item link to access the Export Product Details administration.

Select “Export” to extract your current product details from the Asbru Web Content Management system E-Commerce Add-On module and to download them as a .csv format file.

The downloaded .csv format file can be opened and edited using spreadsheet desktop applications, and it can be imported by database applications.

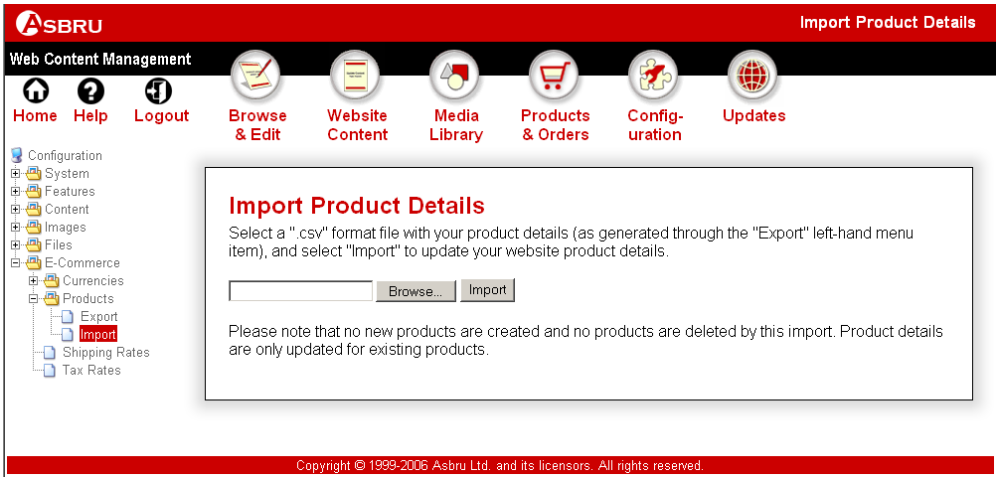


4.3.8.2 Import Product Details

Select the Configuration – E-Commerce - Products - Import menu item link to access the Import Product Details administration.

Select a .csv format file (as exported through the Export Product Details functionality) from your local computer and select “Import” to upload and import it into the Asbru Web Content Management system E-Commerce Add-On module. Any updated product details in the imported .csv format file are updated in the Asbru Web Content Management system E-Commerce Add-On module through the import.

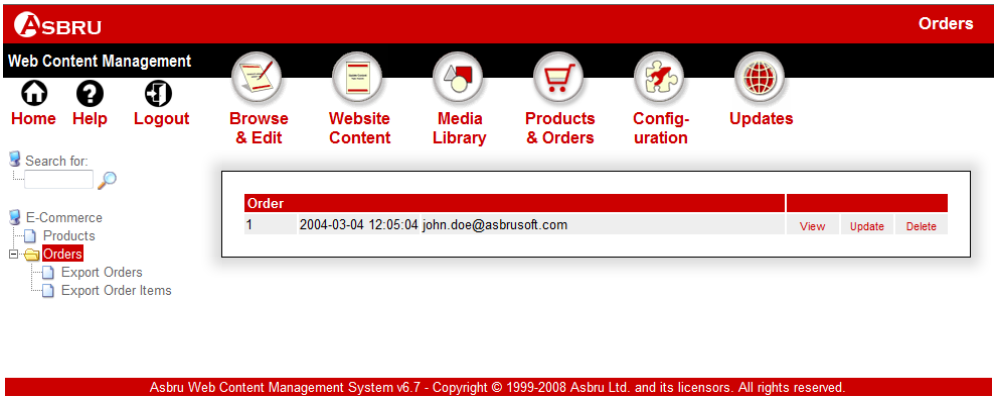
Please note that no new products are created and no products are deleted by the import. Product details are only updated for existing products. Products must be created and deleted through the product administration.



4.4 Order Administration

When your website customers complete an order through your website, the order details are stored in the Asbru Web Content Management system E-Commerce Add-On module database.

Select the Products & Orders - Orders menu item link to access the Orders administration.



4.4.1 Index

The main page of the order administration is an index listing all the current orders ordered by date and time with links for each order as described in the following sections.

4.4.2 View
The View link displays the order details.

4.4.3 Update
The Update link gives access to update the order details.

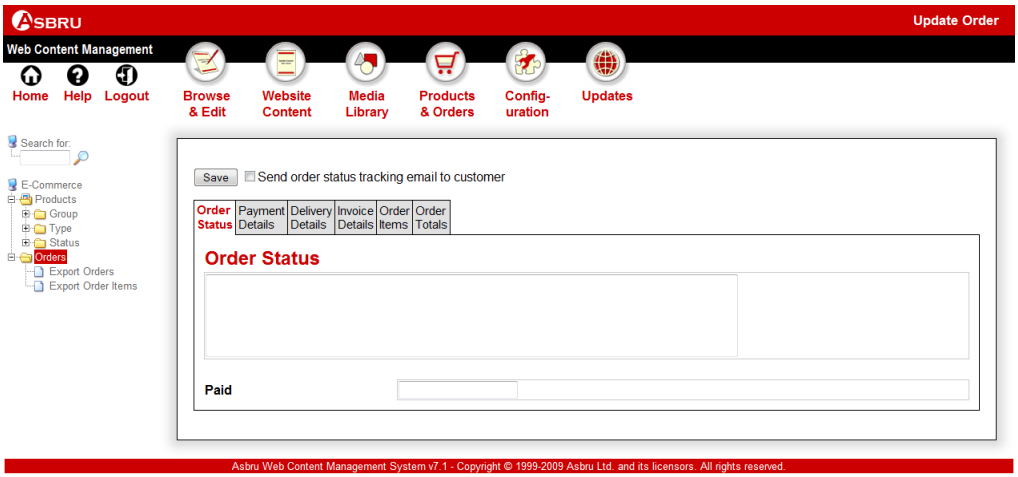
4.4.4 Delete
The Delete link displays the order and gives access to confirm to delete the order.

4.4.5 Order Details
For each order you can view and edit the order details:

- Order Status
  Description of the current status for the order.

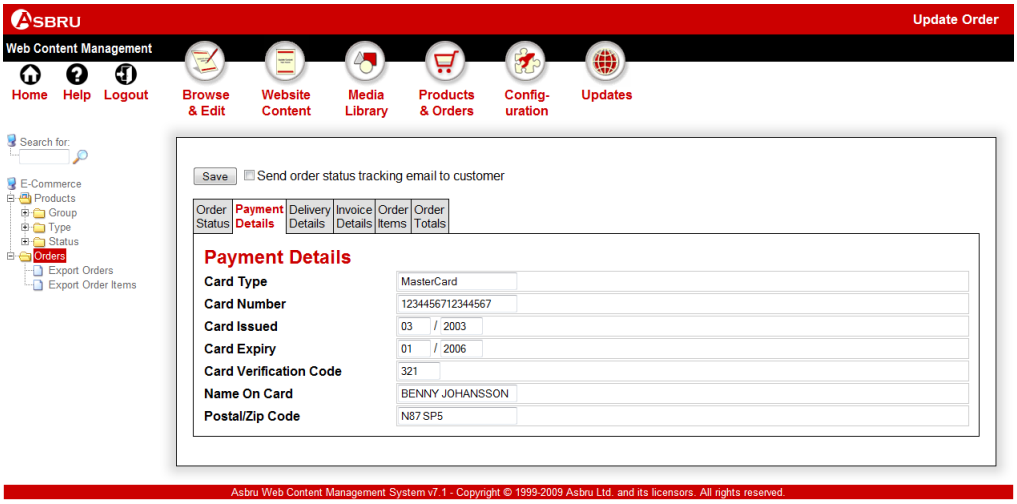
- Paid
  The eventual date/time the order was paid for.

- Send order status tracking email to customer
  When you save updated order details, you can select to email the order status and other order details to the customer.

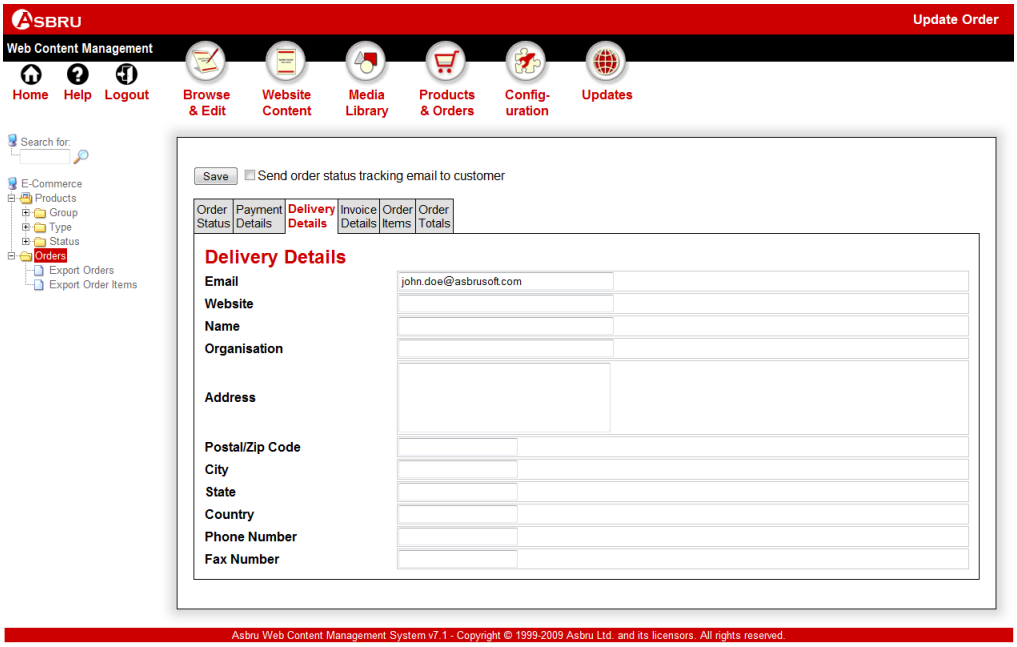


- Payment Details:
  Your website customer's payment details (as stated by himself/herself and unverified).

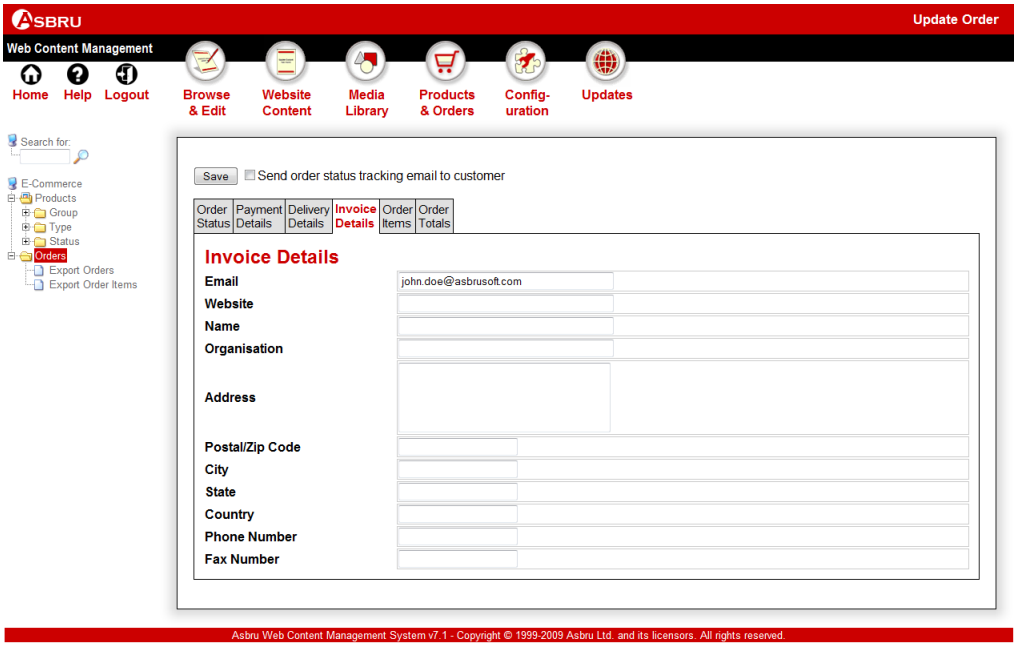
  - Card Type
  - Card Number
  - Card Issued
  - Card Expiry
  - Card Verification Code
  - Name On Card
  - Postal/Zip Code



- Delivery Details:
  Your website customer's delivery details (as stated by himself/herself and unverified).
    - Email
    - Website
    - Name
    - Organisation
    - Address
    - Postal/Zip Code
    - City
    - State
    - Country
    - Phone Number
    - Fax Number



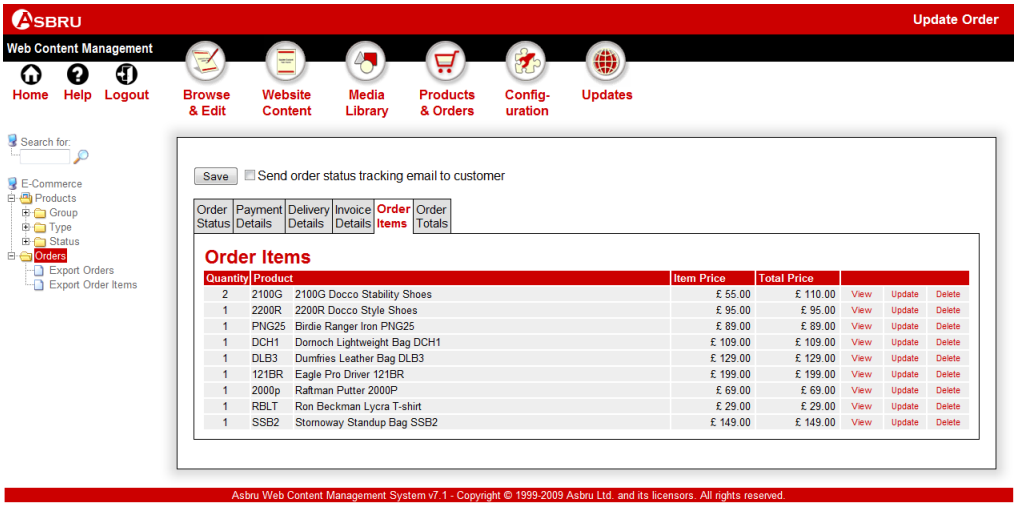
- Invoice Details:
  Your website customer's invoice details (as stated by himself/herself and unverified).
    - Email
    - Website
    - Name
    - Organisation
    - Address
    - Postal/Zip Code
    - City
    - State
    - Country
    - Phone Number
    - Fax Number



- Order Items:
  The products ordered by your website customer.

    - Quantity
    - Product Code
    - Product Title
    - Item Price
    - Total Price

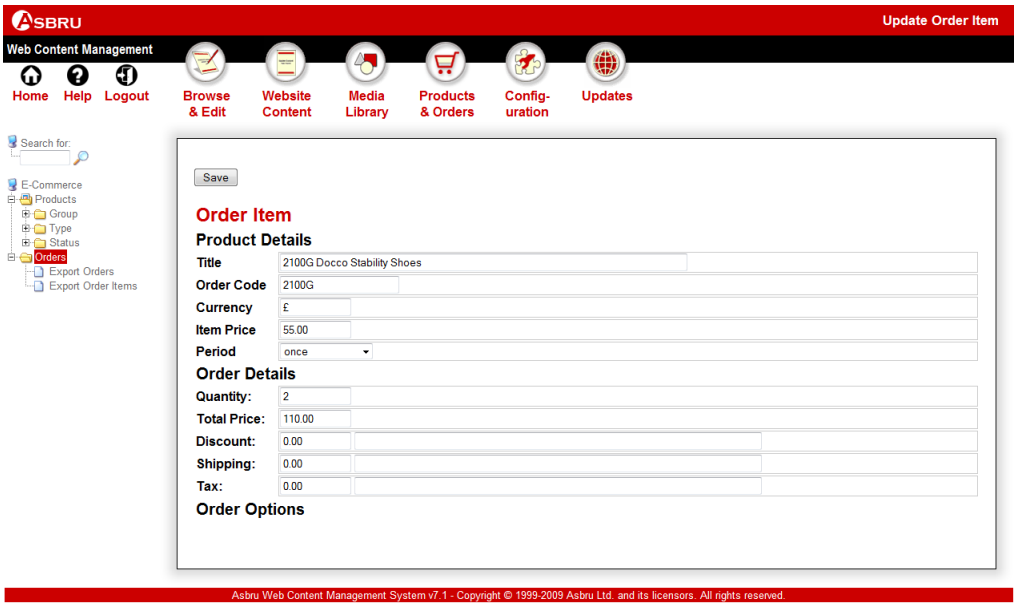
    - View, Update and Delete links to handle each order item.



For each order item you can view and edit the order item details:

- Product Title
- Product Code
- Item Price
- Period (for recurring payments)
- Quantity
- Total Price
- Discount Amount and Description
- Shipping Amount and Description
- Tax Amount and Description
- Order Options

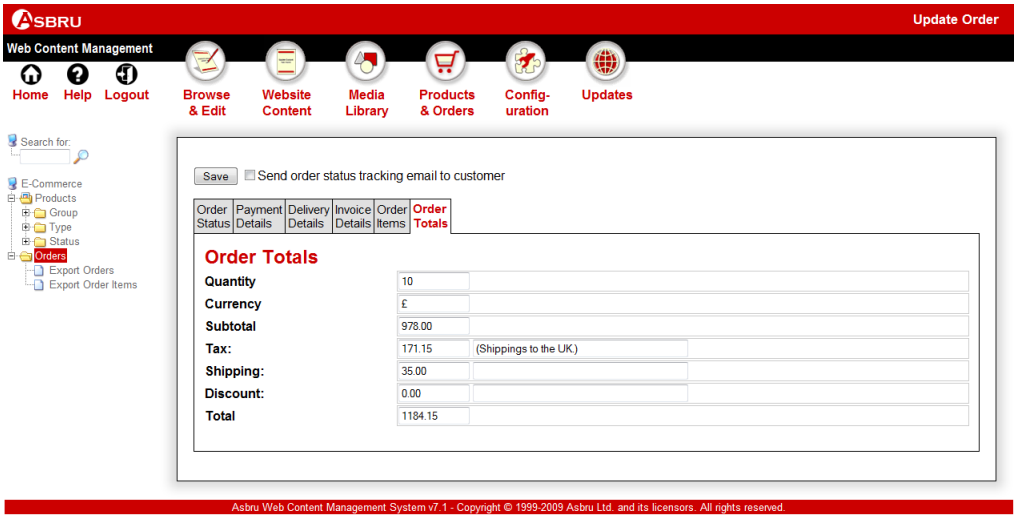
Please note that unsaved order details changes, may be lost if you view, update or delete an order item.



- Order Totals:
  The order totals for the products ordered by your website customer.

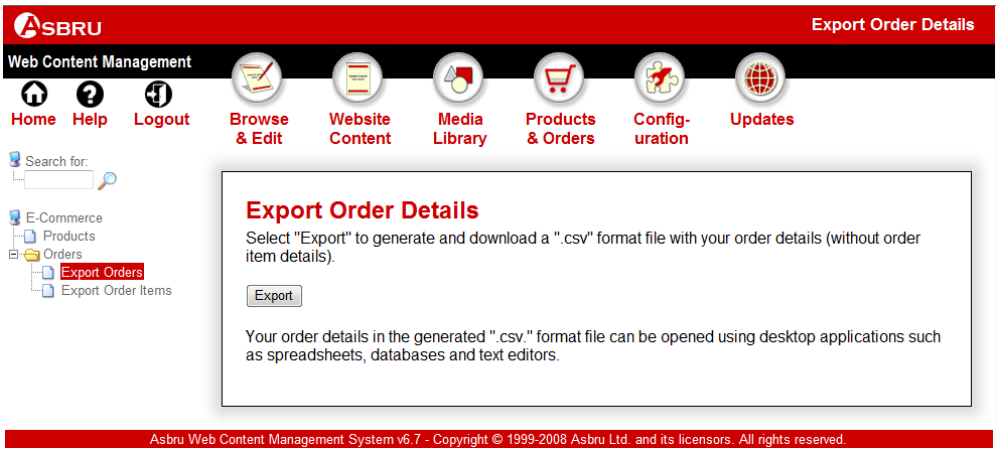
  - Quantity
  - Currency
  - Subtotal (excluding shipping and tax)
  - Tax Amount and Description
  - Shipping Amount and Description
  - Discount Amount and Description
  - Total (excluding discount and including shipping and tax)

Please note that updating individual order details such as quantities, prices, taxes, shipping and discount does not automatically updated related totals etc. All order details must be checked and updated manually, if some order details are updated.



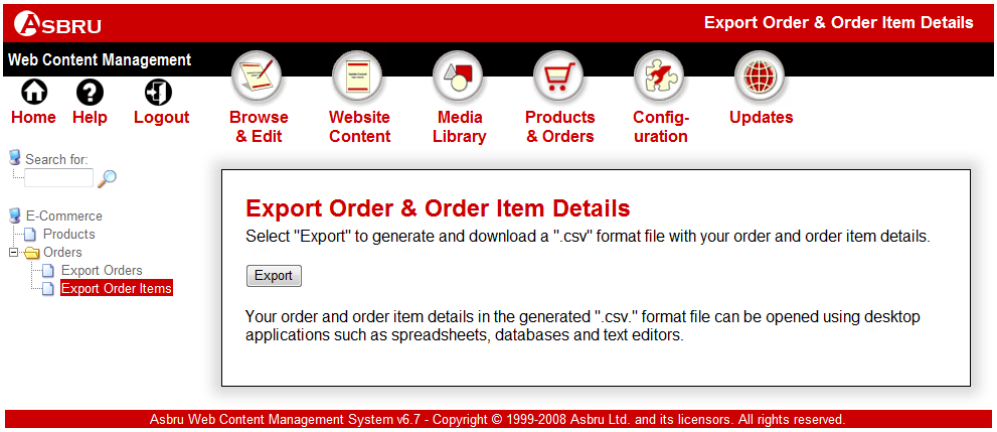
4.4.6 Export Orders

The Export Orders link gives access to export all order details (without order item details) to a file on your local computer. The exported data file is a ".csv" format file and can be opened and edited using a text editor or a spreadsheet application.



4.4.7 Export Order Items

The Export Order Items link gives access to export all order and order item details to a file on your local computer. The exported data file is a ".csv" format file and can be opened and edited using a text editor or a spreadsheet application.



4.5 Organising Many Products

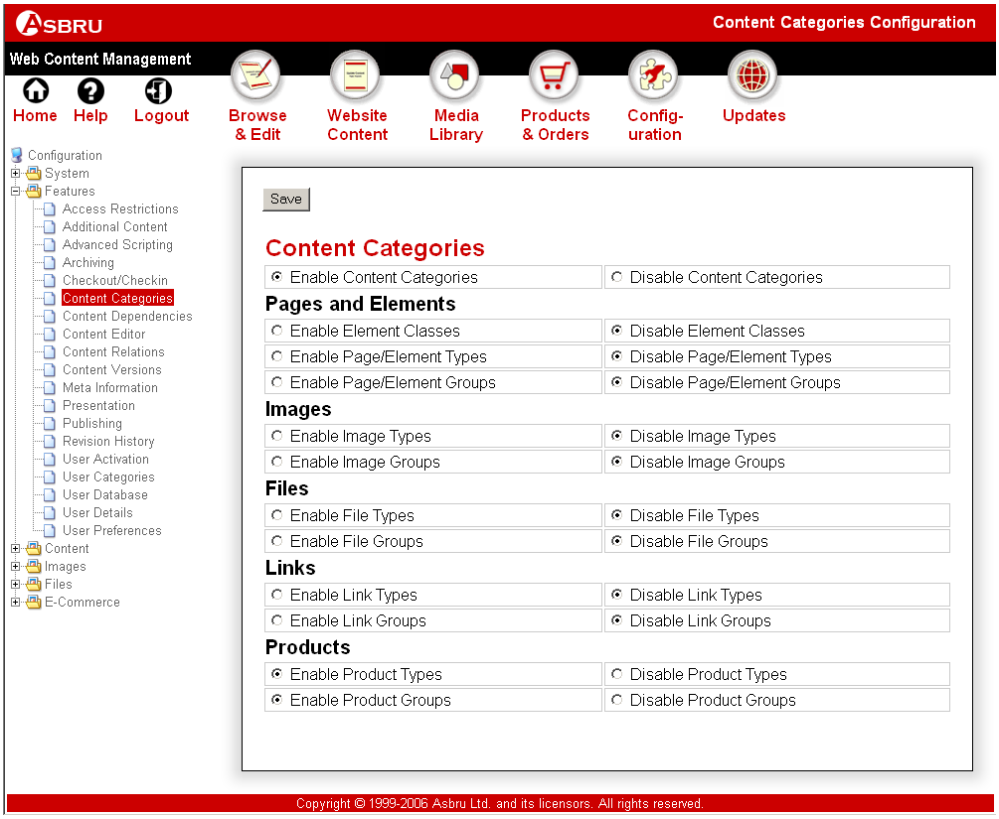
The default installation of the E-Commerce Add-On module is configured for small websites, which only include a limited number of products and do not require special handling. However, if your website includes many products it may be necessary or at least more convenient and efficient to organise your products into a number of product groups and/or product types.

The E-Commerce Add-On module use the terms Groups and Types for generic product categories. You can define any groups and types you need to suit your requirements. Groups and Types do not have any special meaning in the E-Commerce Add-On module but are simply a way to divide your products into smaller and easier managed categories of products.

Product groups and types may also be used to define different shipping rates and tax rates for different products. Please see 4.2.6 Shipping Rates and 4.2.7 Tax Rates for details.

4.5.1 Content Categories Configuration

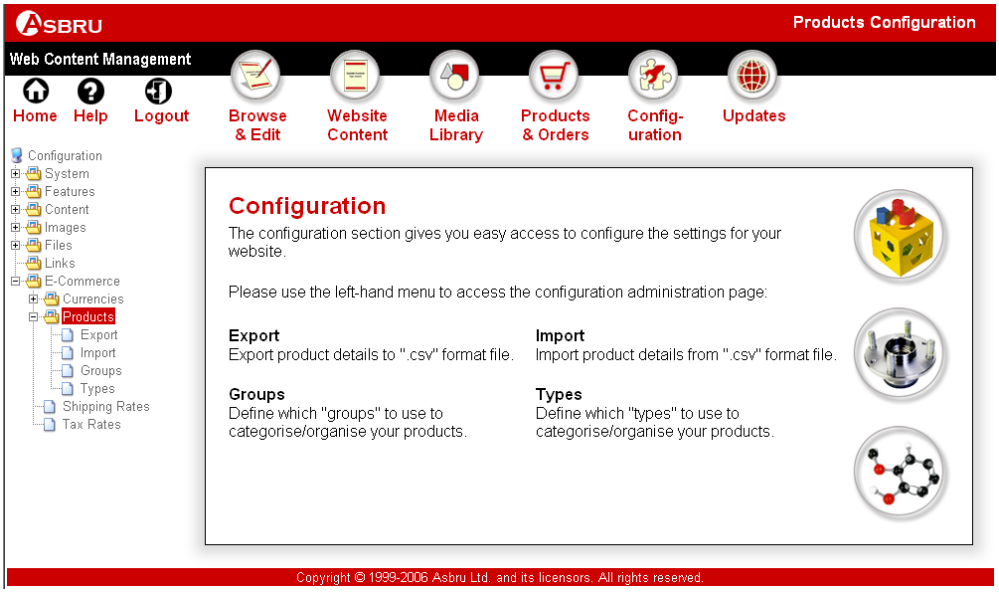
Select the Configuration – Features – Content Categories menu item to access the Content Categories configuration. Select Enable Content Categories or Disable Content Categories and Save to enable/disable the Content Categories features overall. Also, select Enable or Disable for each of the Product Groups and Product Types sub-features to enable/disable groups and types for products.



If the Content Categories and Product Groups or Product Types features are enabled you can also configure which groups and types to use for your website as described in the following sections.

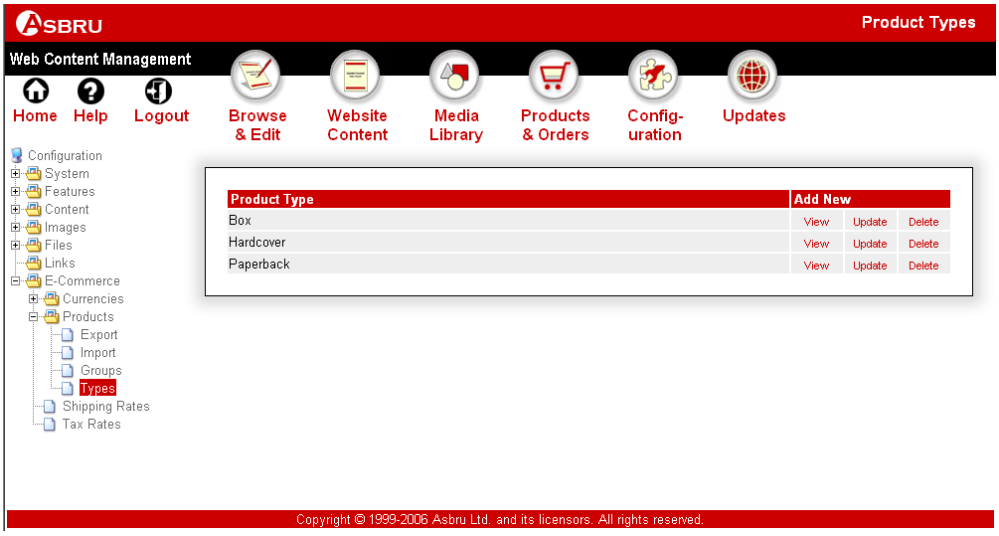
4.5.2 Products Configuration

Select the Configuration – E-Commerce - Products menu item to access the Products configuration. Depending on your Content Categories configuration Groups and Types menu items will be available.



4.5.3 Product Types Configuration

If the Content Categories – Product Types feature is enabled, select the Configuration – E-Commerce – Products – Types menu item to access the Product Types configuration. Your currently defined product types are listed. Select Add New, View, Update and Delete to define your product types.

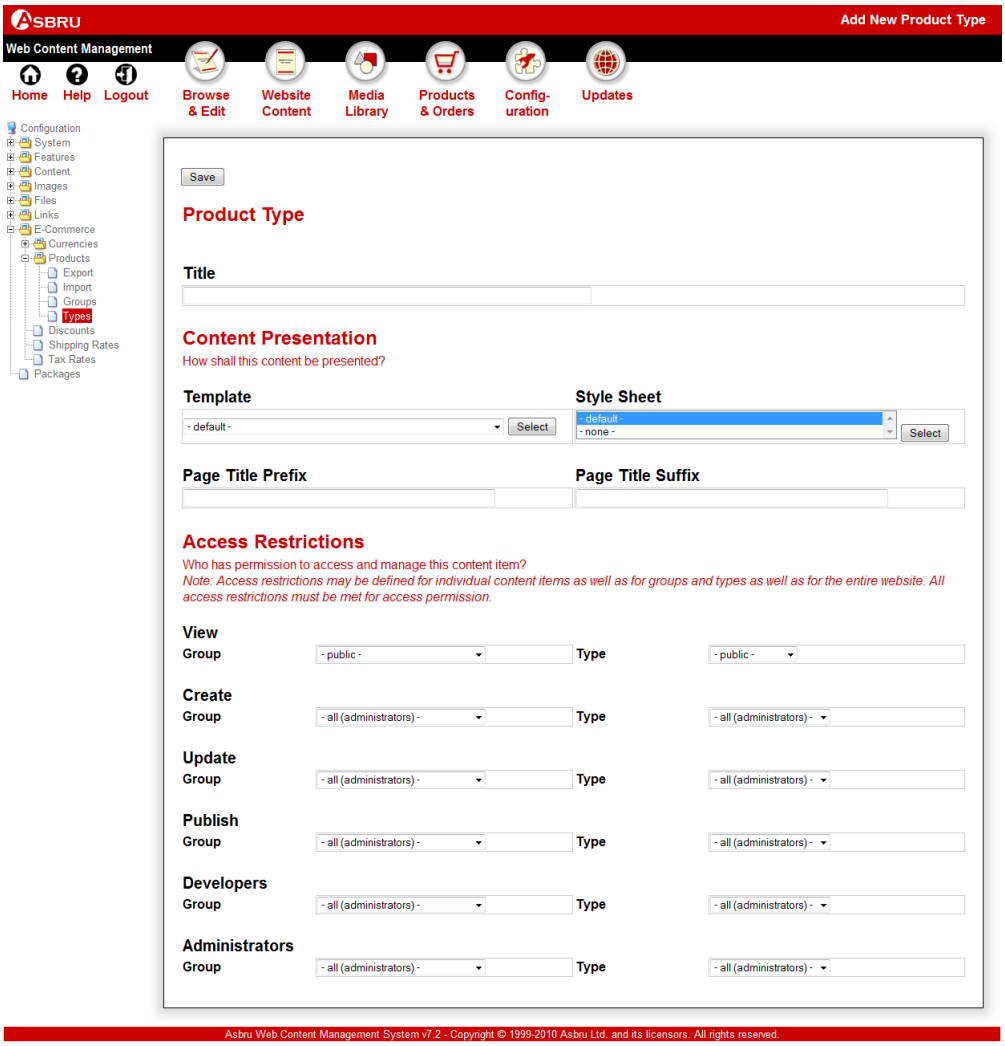


If the Content Presentation and Access Restrictions features are enabled (Please see 3.4 Page-Specific Presentation Templates and Style Sheets and 3.11 User Access Restrictions and 3.17 Administrator Permissions and Workflow for details) then content presentation templates and style sheets as well as user group and type access restrictions can be configured for product types.

If templates and style sheets are defined for individual products or product groups then they will be used. Otherwise, the template and style sheets defined for the product type will be used.

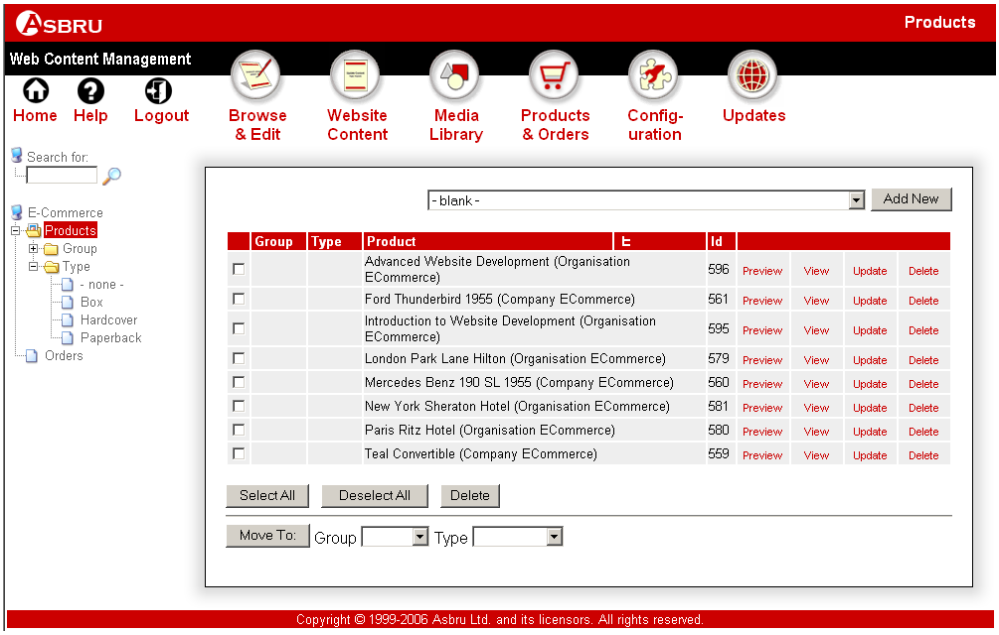
If Page Title Prefix or Page Title Suffix texts are defined for the product type they will be used instead of the configured Default Page Title Prefix and Default Page Title Suffix website settings.

All access restrictions on products as well as on product groups and types and website access restrictions must be met for access permission. So access restrictions defined for a product type are in addition to other defined access restrictions. The product type access restrictions do not overwrite/replace other defined access restrictions.



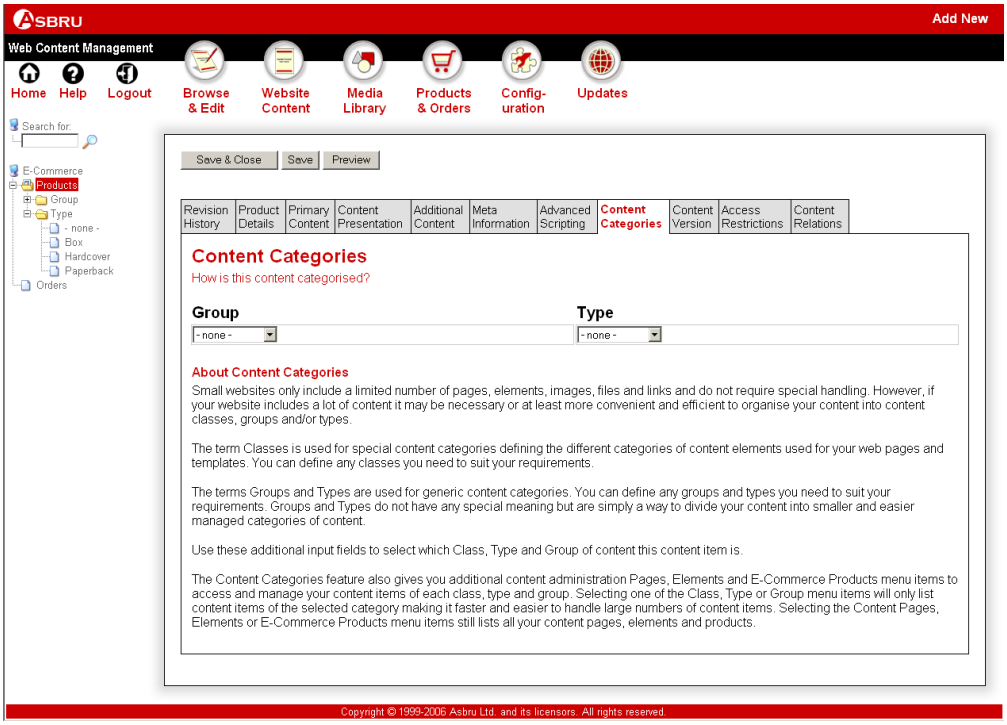
4.5.4 Product Administration With Product Types

If the Content Categories – Product Types feature is enabled, the content administration pages give you additional Products – Type menu items to access and manage your products of each type. Selecting one of the Type menu items will only list products of the selected type making it faster and easier to handle large amounts of products. Selecting the Products menu item still lists all your products. The product lists include a column displaying each product's type.



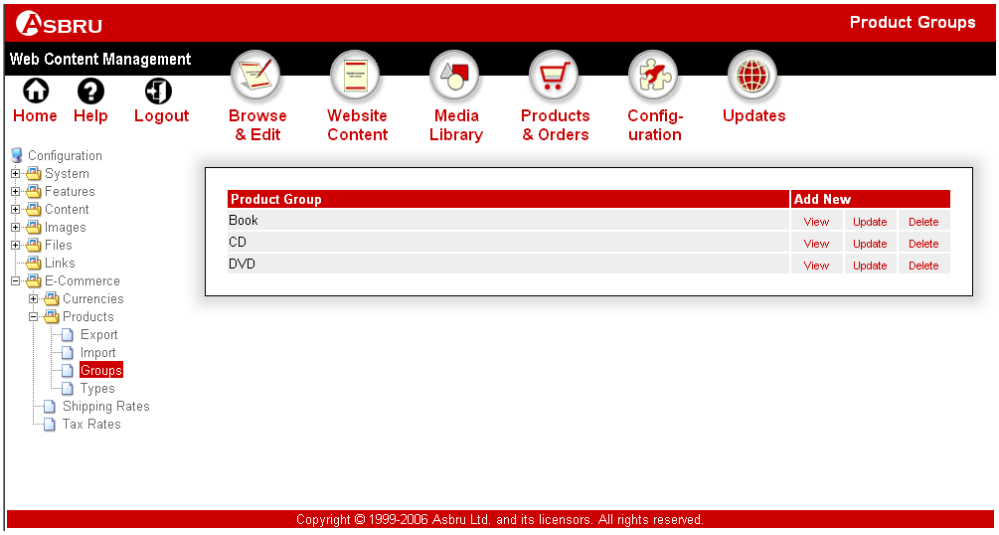
4.5.5 Editing Product Types

If the Content Categories – Product Types feature is enabled, the Product content editor pages also give you an additional Content Definition – Type attribute. Use this Type attribute to categorise which type of product each of your products is of, or select "- none –" if you do not want to define the product as of any specific type.



4.5.6 Product Groups Configuration

If the Content Categories – Product Groups feature is enabled, select the Configuration – E-Commerce - Products – Groups menu item to access the Product Groups configuration. Your currently defined product groups are listed. Select Add New, View, Update and Delete to define your product groups.



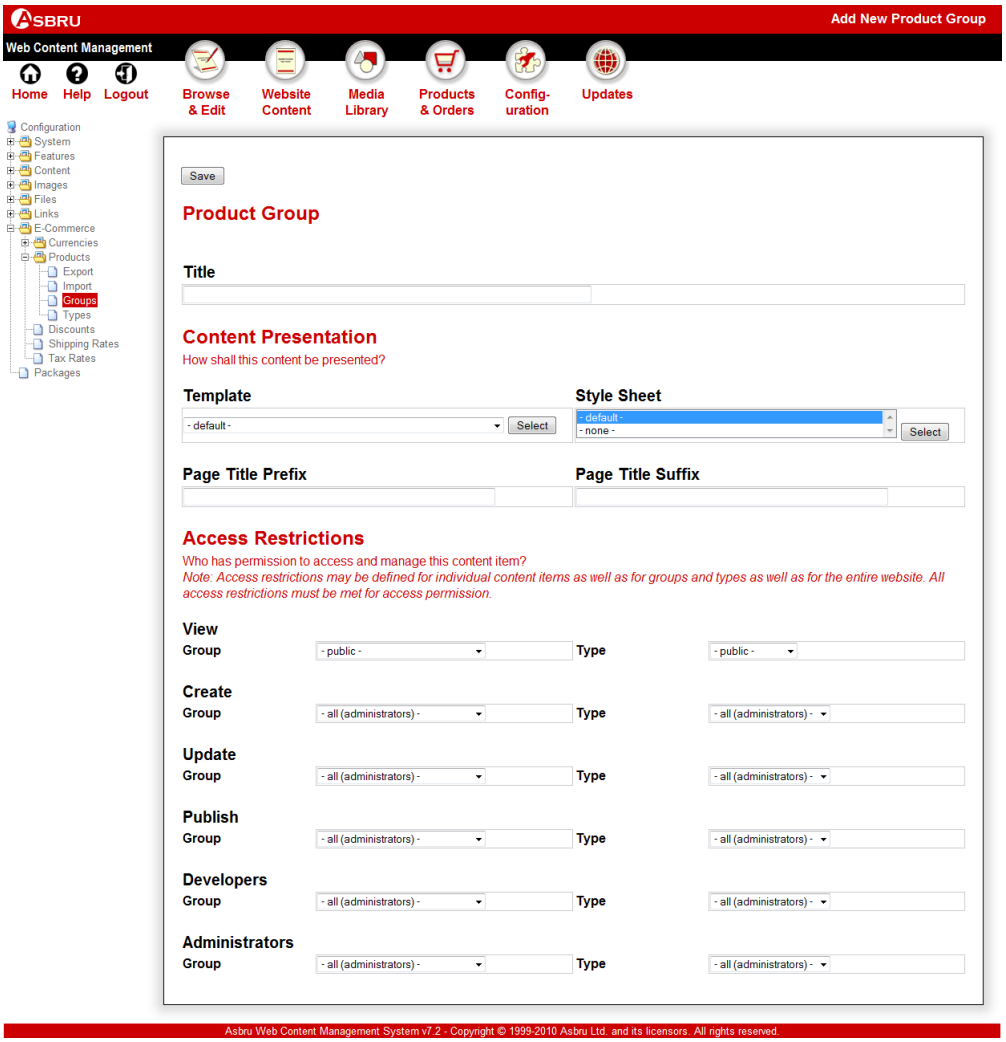
If the Content Presentation and Access Restrictions features are enabled (Please see 3.4 Page-Specific Presentation Templates and Style Sheets and 3.11 User Access Restrictions and 3.17

Administrator Permissions and Workflow for details) then content presentation templates and style sheets as well as user group and type access restrictions can be configured for product groups.

If templates and style sheets are defined for individual products then they will be used. Otherwise, the template and style sheets defined for the product group will be used.

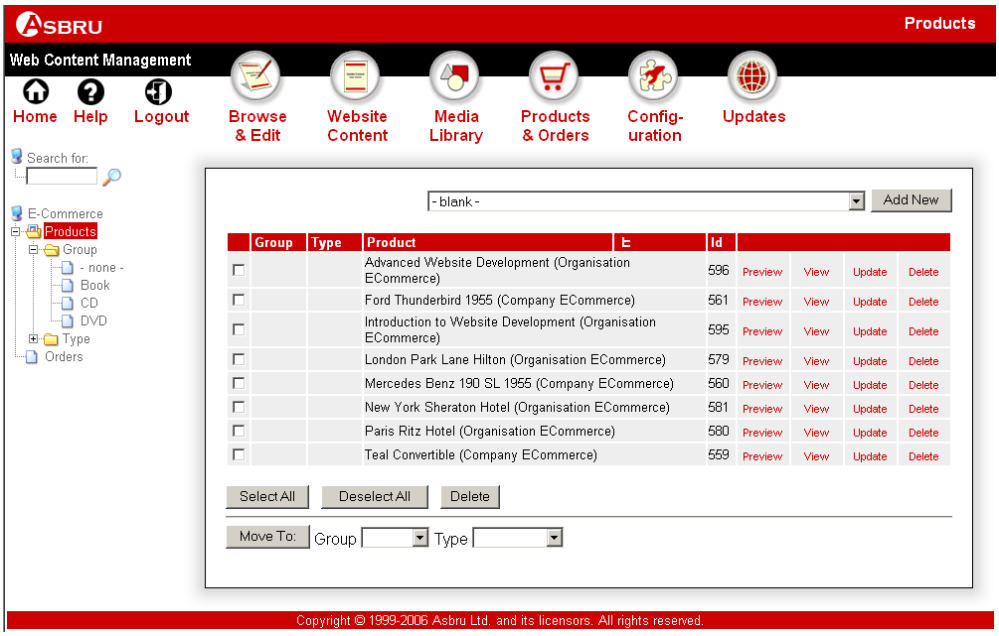
If Page Title Prefix or Page Title Suffix texts are defined for the product group they will be used instead of the configured Default Page Title Prefix and Default Page Title Suffix website settings.

All access restrictions on content items as well as on product groups and types and website access restrictions must be met for access permission. So access restrictions defined for a product group are in addition to other defined access restrictions. The product group access restrictions do not overwrite/replace other defined access restrictions.



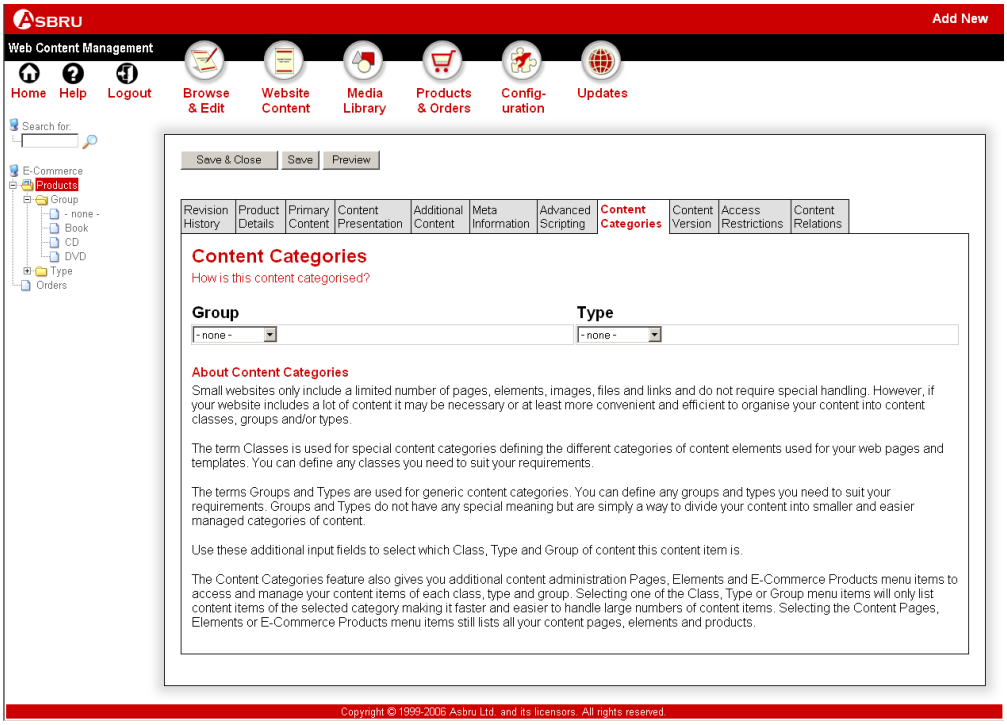
4.5.7 Product Administration With Product Groups

If the Content Categories – Product Groups feature is enabled, the content administration pages give you additional Products – Group menu items to access and manage your products of each group. Selecting one of the Group menu items will only list products of the selected group making it faster and easier to handle large amounts of products. Selecting the Products menu item still lists all your products. The product lists include a column displaying each product's group.



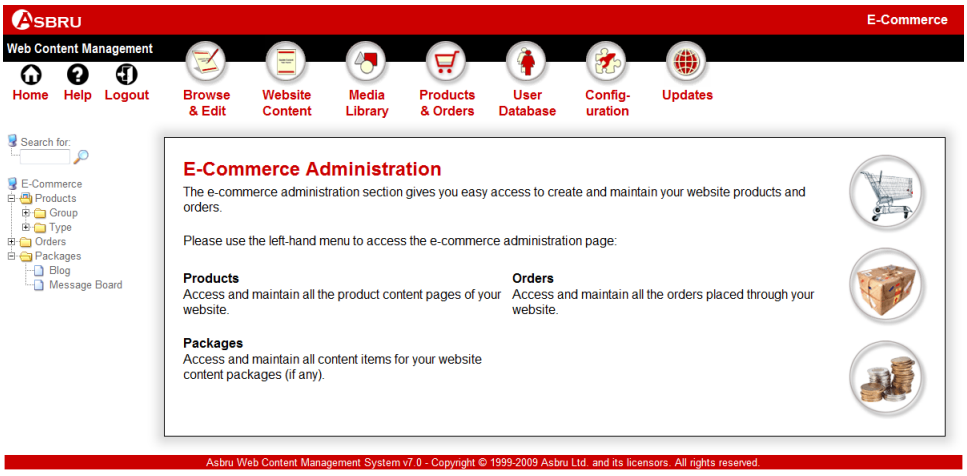
4.5.8 Editing Product Groups

If the Content Categories – Product Groups feature is enabled, the Product content editor pages also give you an additional Content Definition – Group attribute. Use this Group attribute to categorise which group of product each of your products is of, or select "- none –" if you do not want to define the product as of any specific group.



4.5.9 Product Administration With Content Packages

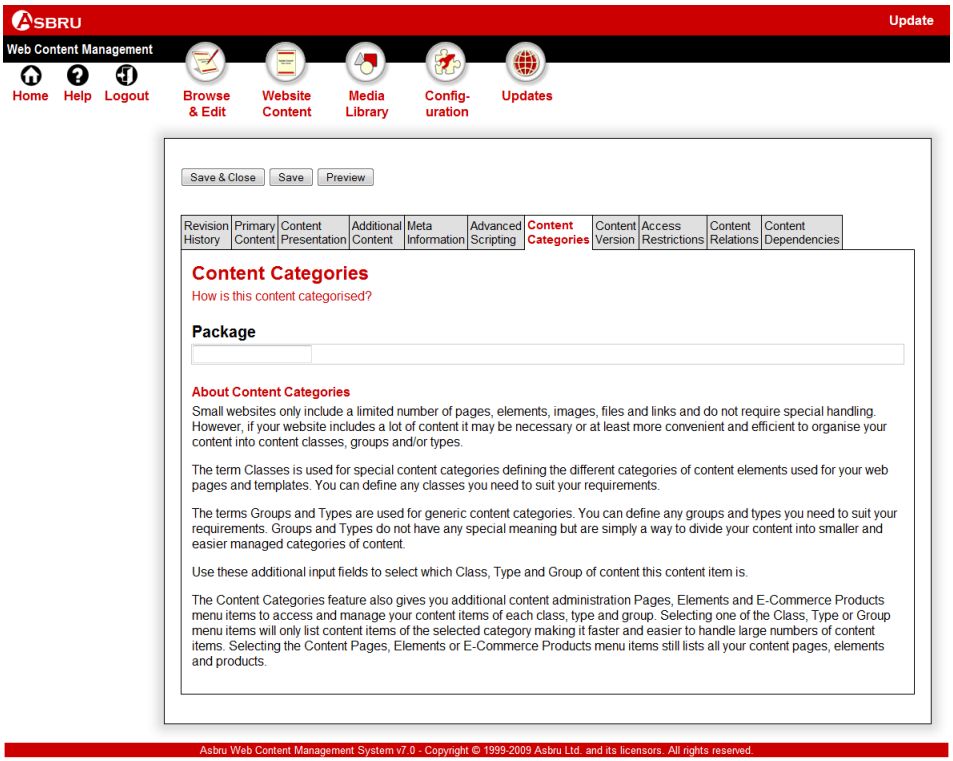
If the Content Categories feature is enabled, the content administration pages give you additional Packages menu items to access and manage your content of each package. Selecting one of the Packages menu items will only list content of the selected package making it faster and easier to handle large amounts of content. The content lists include a column displaying each content item's package.



4.5.10 Editing Content Packages

If the Content Categories Types feature is enabled, the media library content editor pages also give you an additional Content Definition – Package attribute. Use this Package attribute to

categorise which package each of your content items is part of, or leave it empty if you do not want to define the content item to be part of any package.



4.6 Multi-Currency E-Commerce

As default the E-Commerce Add-On module uses a single currency for your products, shopping cart, checkout and orders as configured for your website. Please see 4.2.2 E-Commerce for details.

However, it is also possible to use multiple currencies for your website with different currencies for different products and different versions of your website.

4.6.1 Products

The product administration give you access to specify the currency for each product. Usually, this would just be set to use the default currency, but you can also select any specific currency, which has been defined for your website.

This way you can use different products with prices in different currencies at the same time. You may want to set the price of local products in your local currency and the price of imported products in their foreign currencies. This makes it easy to automatically handle price changes due to fluctuating currency exchange rates.

Although the price of different products may be set in different currencies, the actual prices used in the shopping cart, checkout and orders will always be exchanged to the default currency defined for your website using your defined currency exchange rates.

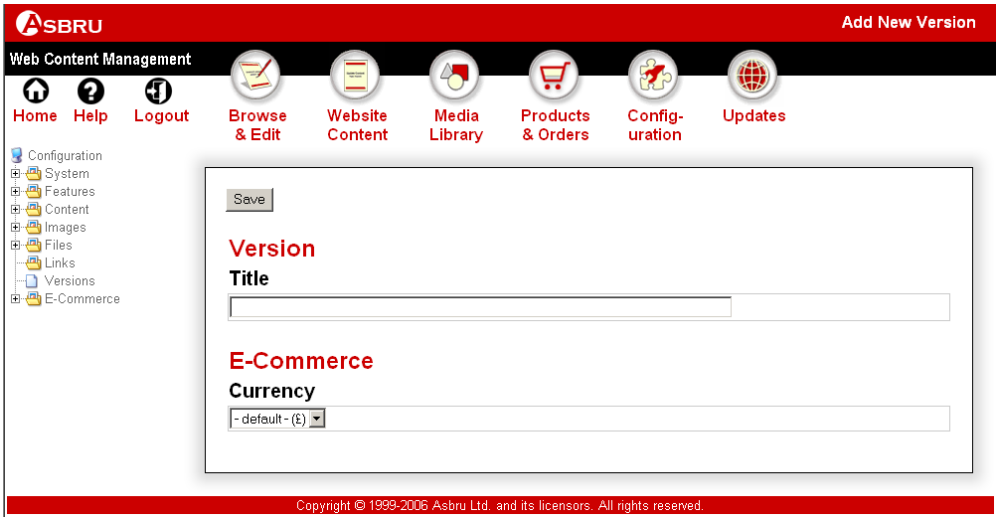
4.6.2 Versions

As default your product prices are always exchanged to the default currency defined for your website. However, you can use different currencies for each version of your website if you use the multiple versions features for your website. Please see 3.18 Multi-Lingual and Other Multi-Version Content for details.

Select the Configuration – Versions menu item to access the Versions configuration. When you create or update each version, you will have access to an additional Currency option. Use this to select which currency is to be used for each version of your website.

This way you can use different currencies for different versions of your website at the same time. You may want to create different versions of your website for different regions or countries with each version of your website using the local currency for your website shopping cart, checkout and orders.

Although the price of different products may be set in different currencies, the actual prices used in the shopping cart, checkout and orders will always be exchanged to the default currency defined for the current version of your website using your defined currency exchange rates.



4.6.3 Special Pages

If you use multiple currencies and versions for your website, you may also want to use multiple versions of the E-Commerce Add-On module shopping cart, checkout, confirm order, order confirmation and order notification special pages. Those are created just like other multi-version content. Please see 3.18 Multi-Lingual and Other Multi-Version Content for details.

4.7 Special Content

All E-Commerce Add-On module content for the shopping cart, checkout and order web pages as well as the order confirmation and order notification email messages are part of and managed using the general Asbru Web Content Management system features. This makes it easy for you to customize the special e-commerce pages to your requirements. However, a

few special content items require some simple specialist technical knowledge in the form of HTML coding. These special content items are described in the following sections.

To create and update these special content items, you cannot simply use the visual web content editor features. You need to access and edit the actual HTML codes, which your Pages, Elements and Templates consist of. Even though HTML codes are a simple form of programming, they are relatively easy to understand and edit even for non-specialists. You can access and edit the HTML codes of your content items through the Show HTML feature of the web content editor. Please see 2.5.9.9 Show for details.

4.7.1 Shopping Cart Summary Page

Your website pages may include a summary of your website customers' virtual website shopping cart for a quick overview of their currently selected product items while they continue to browse your website. The shopping cart summary contents are displayed using the Shopping Cart Summary Page as configured for your website. Please see 4.2.2 E-Commerce for details.

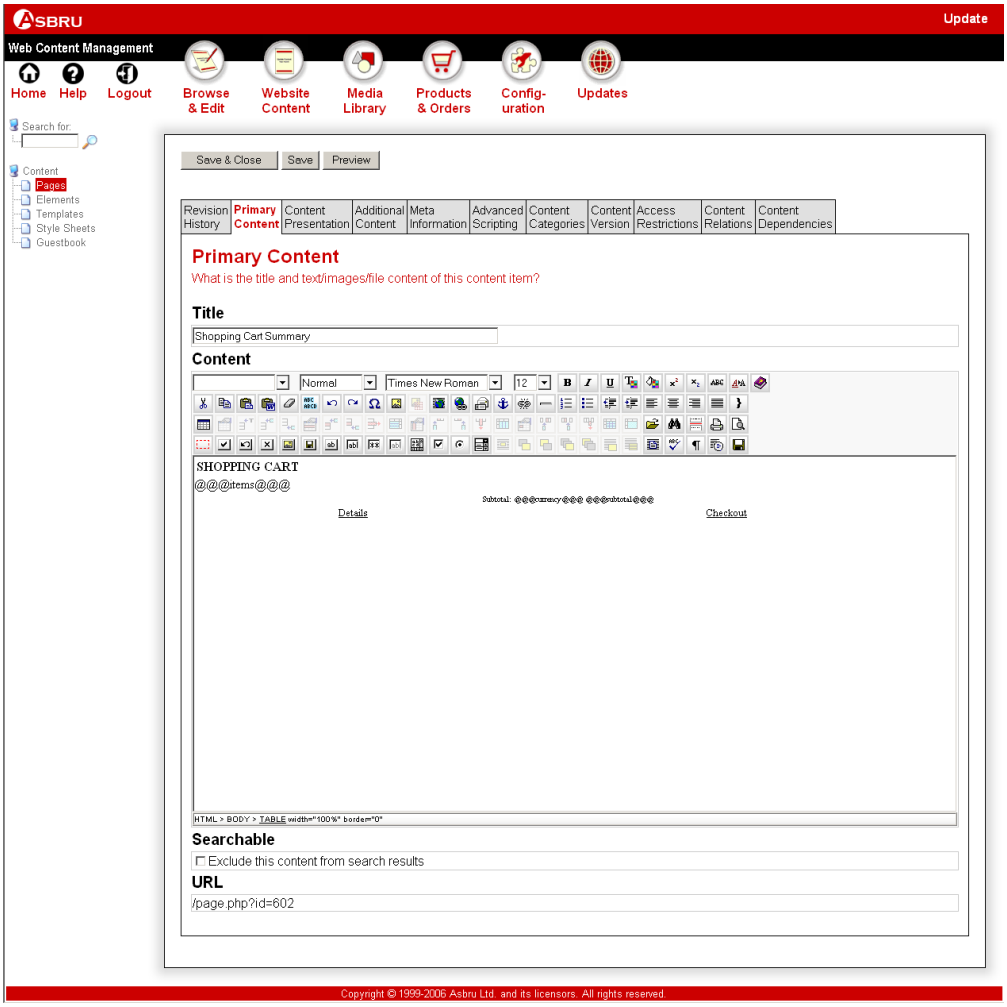
To include the shopping cart summary in your website pages and templates, you need to include a special code in your pages, elements or templates. Please see 2.6.2 Pages, 2.6.3 Elements and 2.6.4 Templates for details.

@@@shopcart@@@	Defines where the shopping cart summary is to be inserted.

Select the Website Content – Pages menu item to access the content administration and update the Shopping Cart Summary page.

The Shopping Cart Summary page is edited in the same way and using the same special codes as the Shopping Cart page. Please see 4.7.3 Shopping Cart Page for details.

How each individual product item of the completed order is to be displayed is defined by the Shopping Cart Summary Entry as described in the next section. The Shopping Cart Summary Entry is repeated and displayed for each individual product item in your website customers' virtual website shopping cart.

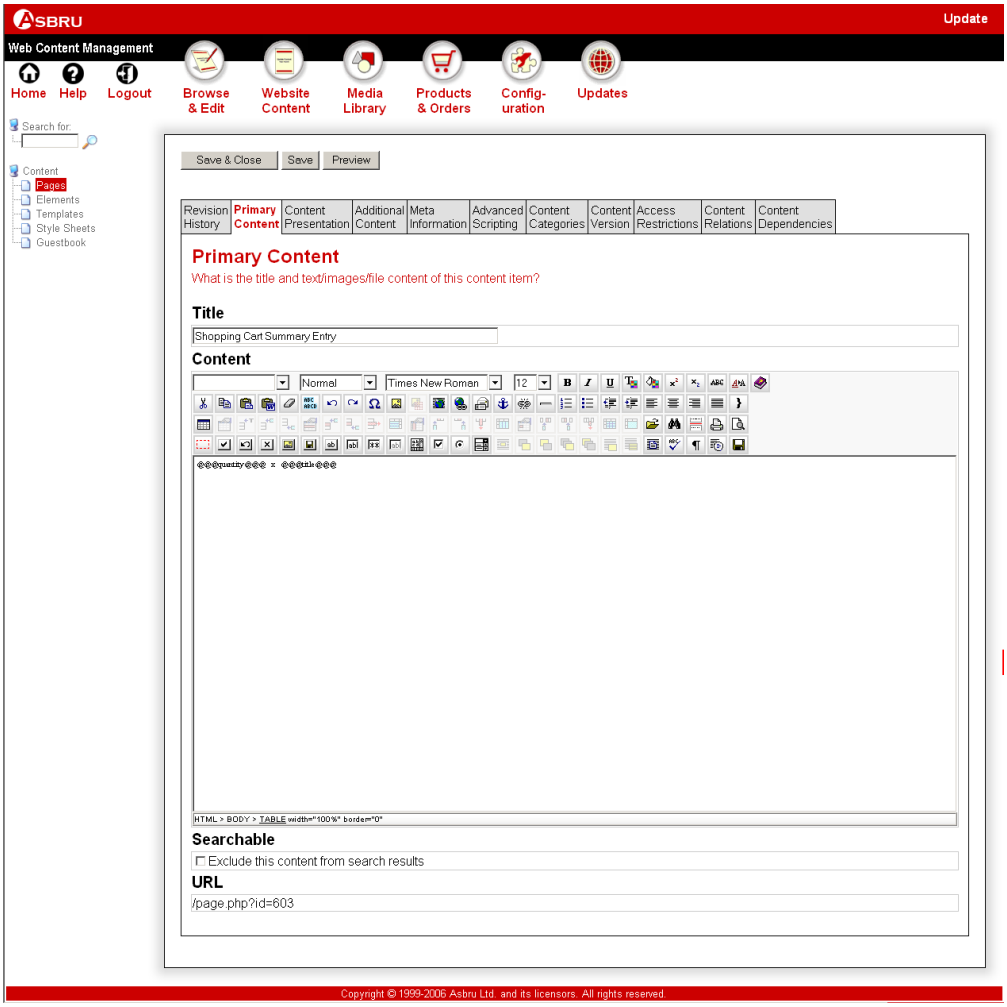


4.7.2 Shopping Cart Summary Entry

Your website pages may include a summary of your website customers' virtual website shopping cart as described in the previous section. However, for each individual product item the Shopping Cart Summary Entry page as configured for your website is repeated and displayed. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Shopping Cart Summary Entry page.

The Shopping Cart Summary Entry page is edited in the same way and using the same special codes as the Shopping Cart Entry page. Please see 4.7.4 Shopping Cart Entry for details.



4.7.3 Shopping Cart Page

When your website customers select to view their virtual website shopping cart or add a product to it, the currently selected products in the shopping cart are listed. The shopping cart contents are displayed using the Shopping Cart Page as configured for your website (or eventually a Version of that page if you are using the Multi-Version Content features for your website). Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Shopping Cart page.

The Shopping Cart Page and its associated template defines the overall page layout, graphic design and contents of your website shopping cart as it is displayed to your website customers. This content is edited just like any other ordinary content in the Asbru Web Content Management system.

However, the Shopping Cart page does not include details on how each individual product item in the shopping cart is to be displayed. Instead, the Shopping Cart page includes a special

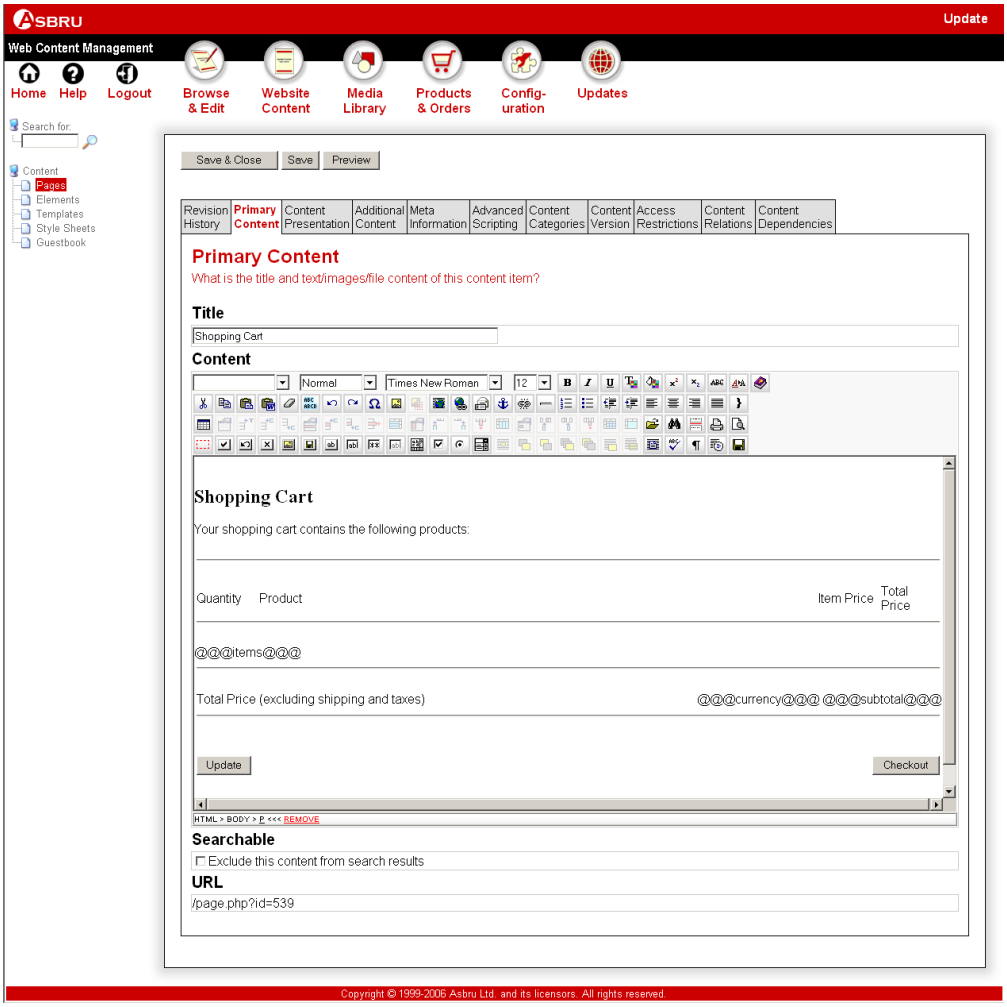
code, which is replaced with a list of all the currently selected products in the website shopping cart when your website customers view the website shopping cart:

@@@items@@@	Defines where the actual product item details are to be inserted.

How each individual product item in the shopping cart is to be displayed is defined by the Shopping Cart Entry as described in the next section. The Shopping Cart Entry is repeated and displayed for each individual product item in the shopping cart.

The Shopping Cart page can also include two other special codes:

@@@currency@@@	Defines where the configured currency for your website is to be inserted.
@@@currencytitle@@@	Defines where the configured currency title for your website is to be inserted.
@@@subtotal@@@	Defines where the total price excluding eventual additional shipping costs and taxes for all the currently selected products and quantities in the shopping cart is to be inserted.



Finally, the Shopping Cart page should include special HTML FORM and INPUT codes to enable your website customers to enter the quantity they want to order of each selected product item, recalculate the product totals and proceed to checkout:

`<FORM action=/shopcart.aspx method=post>`	Defines the beginning of a web page form. This should be placed at the top of your content above the @@@items@@@ special code.
`<INPUT type=submit value=Update>`	Displays a button labelled Update, which recalculates the product totals for changed product quantities. This should be placed between the two FORM codes.
`<INPUT type=submit value=Checkout name=checkout>`	Displays a button labelled Checkout, which takes your website customers to your Checkout web page. This should be placed between the two FORM codes.
`</FORM>`	Defines the end of a web page form. This

	should be placed at the bottom of your content below the @@@items@@@ special code.

4.7.4 Shopping Cart Entry

When your website customers select to view their virtual website shopping cart or add a product to it, the shopping cart is displayed as described in the previous section. However, for each individual product item the Shopping Cart Entry page as configured for your website is repeated and displayed. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Shopping Cart Entry page.

The Shopping Cart Entry page defines how the product details for each individual product item is displayed. This content is edited just like any other ordinary content in the Asbru Web Content Management system.

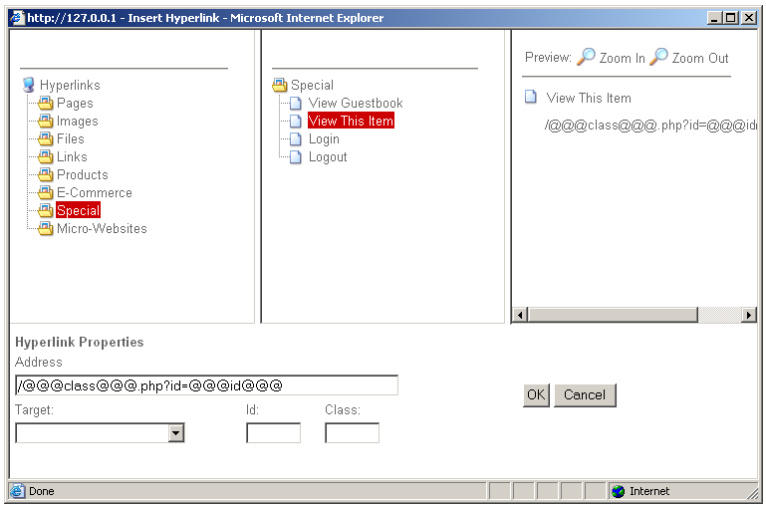
However, the Shopping Cart Entry page can also include special codes, which define which, where and how product details for each individual product item are to be displayed:

@@@title@@@	Defines where the product title/name is to be displayed.
@@@code@@@	Defines where the product order code is to be displayed.
@@@comment@@@	Defines where the product comment is to be displayed.
@@@options@@@	Defines where the product options are to be displayed.
@@@currency@@@	Defines where the website currency is to be displayed.
@@@currencytitle@@@	Defines where the website currency title is to be displayed.
@@@price@@@	Defines where the product price per item exchanged to the website currency is to be displayed.
@@@quantity@@@	Defines where the selected product quantity is to be displayed.
@@@total@@@	Defines where the product total (product price per item multiplied by the quantity) exchanged to the website currency is to be displayed.
@@@availability@@@	Defines where the product availability is to be displayed. Please see 4.3.7.3 Product Delivery and 8.4 Product Availability and Delivery Custom /Third-Party Extensions for details.

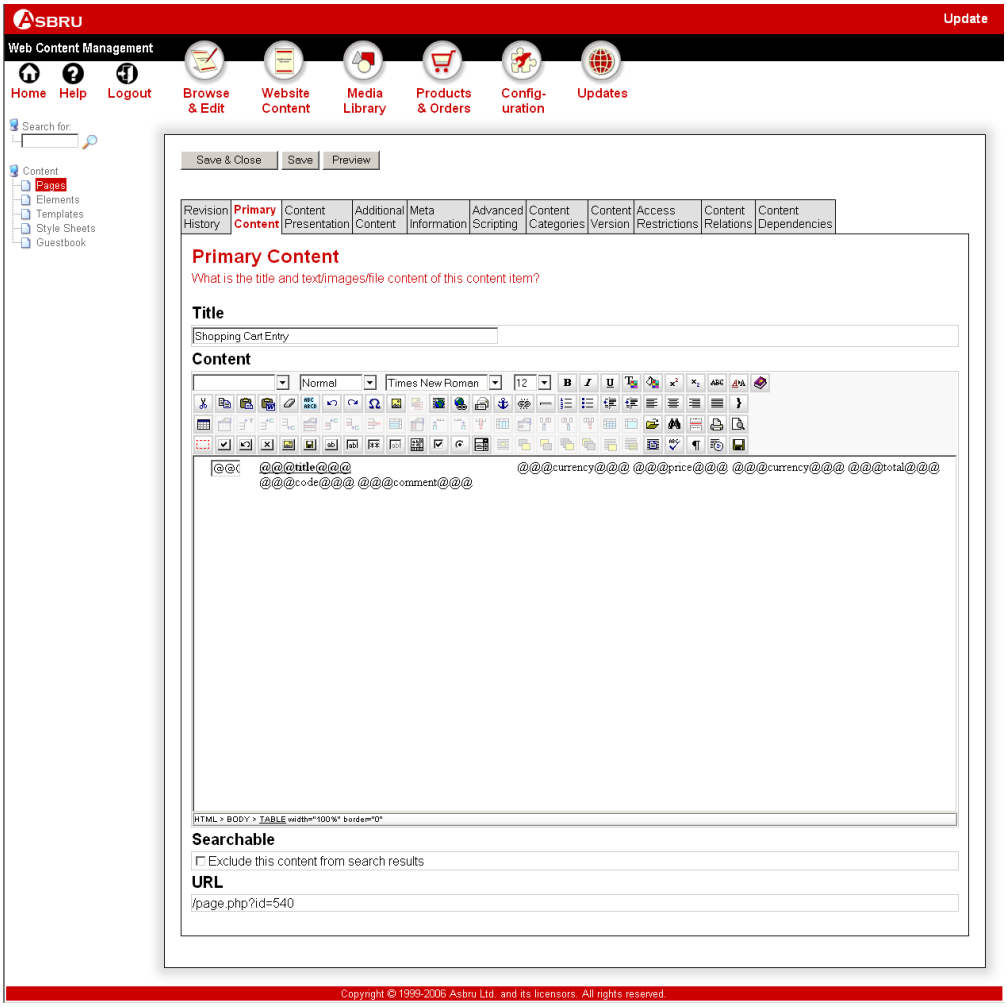
The Shopping Cart Entry page can also include a special HTML INPUT code to enable your website customers to enter the quantity they want to order of each selected product item:

<INPUT size=2 value=@@@quantity@@@ name=@@@id@@@>	Defines a 2 character wide input field for entering the desired quantity of a product item.

Finally, you can select Insert Hyperlink and the View This Item hyperlink to insert a link to each entry's full page.



The Shopping Cart Entry page does not have to include all the special codes and each special code can be included multiple times.



4.7.5 Checkout Page

When your website customers select to proceed to checkout, the currently selected products in their shopping cart are listed, and the website customer is prompted to enter his/her order details. The checkout contents are displayed using the Checkout Page as configured for your website. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Checkout page.

The Checkout page and its associated template defines the overall page layout, graphic design and contents of your website checkout page as it is displayed to your website customers. This content is edited just like any other ordinary content in the Asbru Web Content Management system.

However, the Checkout page does not include details on how each individual product item in the shopping cart is to be displayed. Instead, the Checkout page includes a special code,

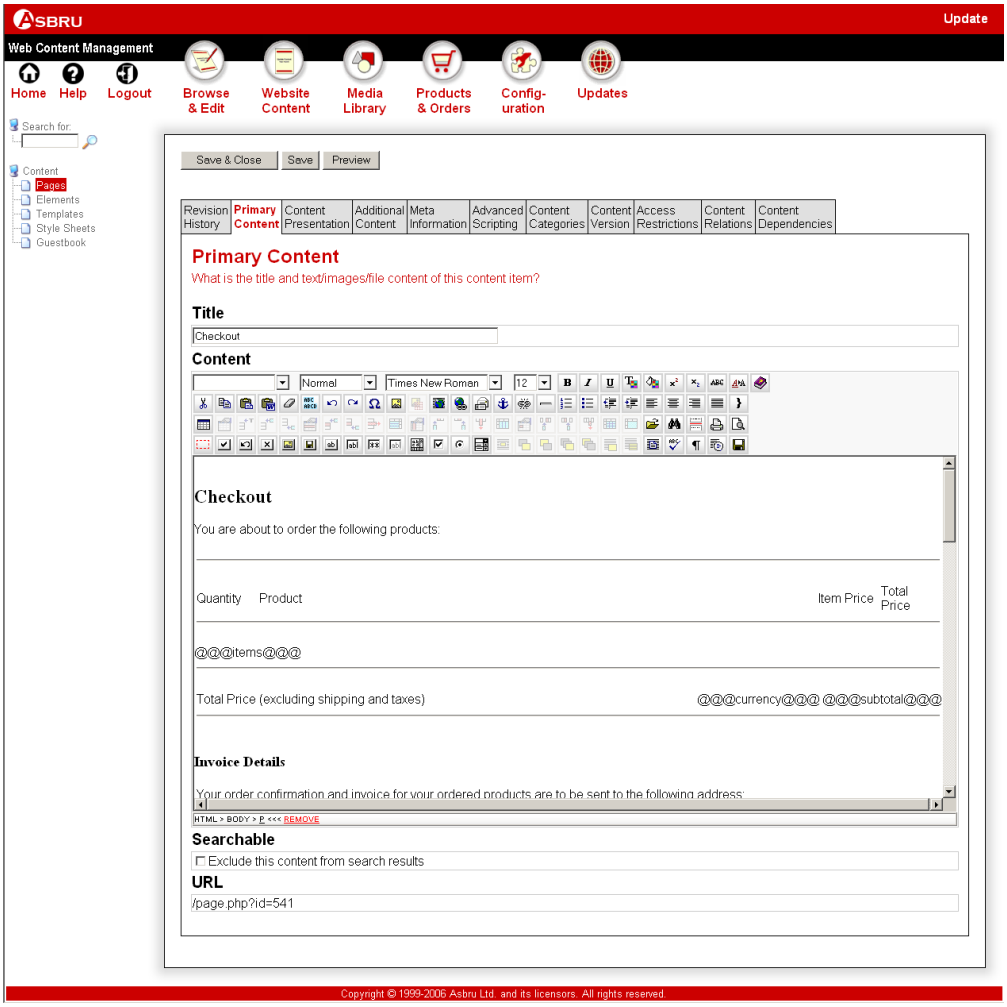
which is replaced with a list of all the currently selected products in the website shopping cart when your website customers proceed to checkout:

@@@items@@@	Defines where the actual product item details are to be inserted.

How each individual product item in the shopping cart is to be displayed is defined by the Checkout Entry as described in the next section. The Checkout Entry is repeated and displayed for each individual product item in the shopping cart.

The Checkout page can also include two other special codes:

@@@currency@@@	Defines where the configured currency for your website is to be inserted.
@@@currencytitle@@@	Defines where the configured currency title for your website is to be inserted.
@@@subtotal@@@	Defines where the total price excluding eventual additional shipping costs and taxes for all the currently selected products and quantities in the shopping cart is to be inserted.



Finally, the Checkout page should include special HTML FORM and INPUT codes to enable your website customers to enter their order details, return to their shopping cart and continue to confirm their order::

`<FORM action=/shopcart.aspx method=post>`	Defines the beginning of a web page form. This should be placed at the top of your content above the @@@items@@@ special code.

`<SELECT name=card_type>`
`<OPTION>Please select`
`<OPTION>American Express`
`<OPTION>Carte Blanche`
`<OPTION>Diners Club`
`<OPTION>Discover`
`<OPTION>MasterCard`
`<OPTION>VISA`
`</SELECT>`
	Displays a list of card type options from which your website visitor can select one.

<SELECT name=card_issuedmonth> <OPTION>-- <OPTION>01 <OPTION>02 <OPTION>03 <OPTION>04 <OPTION>05 <OPTION>06 <OPTION>07 <OPTION>08 <OPTION>09 <OPTION>10 <OPTION>11 <OPTION>12 </SELECT>	Displays a list of card issued month options from which your website visitor can select one.
<SELECT name=card_issuedyear> <OPTION>---- <OPTION>2000 <OPTION>2001 <OPTION>2002 <OPTION>2003 <OPTION>2004 </SELECT>	Displays a list of card issued year options from which your website visitor can select one.
<SELECT name=card_expirymonth> <OPTION>-- <OPTION>01 <OPTION>02 <OPTION>03 <OPTION>04 <OPTION>05 <OPTION>06 <OPTION>07 <OPTION>08 <OPTION>09 <OPTION>10 <OPTION>11 <OPTION>12 </SELECT>	Displays a list of card expiry month options from which your website visitor can select one.
<SELECT name=card_expiryyear> <OPTION>---- <OPTION>2004 <OPTION>2005 <OPTION>2006 <OPTION>2007 <OPTION>2008 </SELECT>	Displays a list of card expiry year options from which your website visitor can select one.
<INPUT size=4 name=card_cvc>	Defines a 4 character wide input field for entering the card verification security code (last 3 or 4 digits of code on the back of the card).
<INPUT size=4 name=card_issue>	Defines a 4 character wide input field for

	entering the card issue number.
<INPUT size=20 name=card_postalcode>	Defines a 20 character wide input field for entering the registered postal/zip code for the card.
<INPUT size=40 name=delivery_email>	Defines a 40 character wide input field for entering the delivery email address.
<INPUT size=40 name=delivery_name>	Defines a 40 character wide input field for entering the delivery name.
<TEXTAREA name=delivery_address rows=4 cols=40></TEXTAREA>	Defines a 40 character wide and 4 character tall input field for entering the delivery postal address.
<INPUT size=20 name=delivery_postalcode>	Defines a 20 character wide input field for entering the delivery postal/zip code.
<INPUT size=20 name=delivery_city>	Defines a 20 character wide input field for entering the delivery city.
<SELECT name=delivery_state> <OPTION>- <OPTION>Alabama <OPTION>Alaska <OPTION>Arizona … <OPTION>West Virginia <OPTION>Wisconsin <OPTION>Wyoming </SELECT>	Displays a list of delivery state options from which your website visitor can select one.
<SELECT name=delivery_country> <OPTION>Please select <OPTION>Albania <OPTION>Algeria <OPTION>Andorra … <OPTION>Yemen <OPTION>Zambia <OPTION>Zimbabwe </SELECT>	Displays a list of delivery country options from which your website visitor can select one.
<INPUT size=20 name=delivery_phone>	Defines a 20 character wide input field for entering the delivery phone number.
<INPUT size=20 name=delivery_fax>	Defines a 20 character wide input field for entering the delivery fax number.
<INPUT size=40 name=invoice_email>	Defines a 40 character wide input field for entering the invoice email address.
<INPUT size=40 name=invoice_name>	Defines a 40 character wide input field for entering the invoice name.
<TEXTAREA name=invoice_address rows=4 cols=40></TEXTAREA>	Defines a 40 character wide and 4 character tall input field for entering the invoice email address.
<INPUT size=20 name=invoice_postalcode>	Defines a 20 character wide input field for entering the invoice postal/zip code.
<INPUT size=20 name=invoice_city>	Defines a 20 character wide input field for entering the invoice city.

<SELECT name=invoice_state> <OPTION>- <OPTION>Alabama <OPTION>Alaska <OPTION>Arizona … <OPTION>West Virginia <OPTION>Wisconsin <OPTION>Wyoming </SELECT>	Displays a list of invoice state options from which your website visitor can select one.
<SELECT name=invoice_country> <OPTION>Please select <OPTION>Albania <OPTION>Algeria <OPTION>Andorra … <OPTION>Yemen <OPTION>Zambia <OPTION>Zimbabwe </SELECT>	Displays a list of invoice country options from which your website visitor can select one.
<INPUT size=20 name=invoice_phone>	Defines a 20 character wide input field for entering the invoice phone number.
<INPUT size=20 name=invoice_fax>	Defines a 20 character wide input field for entering the invoice fax number.
<INPUT type=submit value="Back to Shopping Cart">	Displays a button labelled Back to Shopping Cart, which takes your website customers back to their Shopping Cart web page. This should be placed between the two FORM codes.
<INPUT type=submit value=Continue name=confirm>	Displays a button labelled Continue, which takes your website customers to your Confirm Order web page. This should be placed between the two FORM codes.
</FORM>	Defines the end of a web page form. This should be placed at the bottom of your content below the @@@items@@@ special code.

4.7.6 Checkout Entry

When your website customers select to proceed to checkout, the currently selected products in their shopping cart are displayed as described in the previous section. However, for each individual product item the Checkout Entry page as configured for your website is repeated and displayed. Please see 4.2.2 E-Commerce for details.

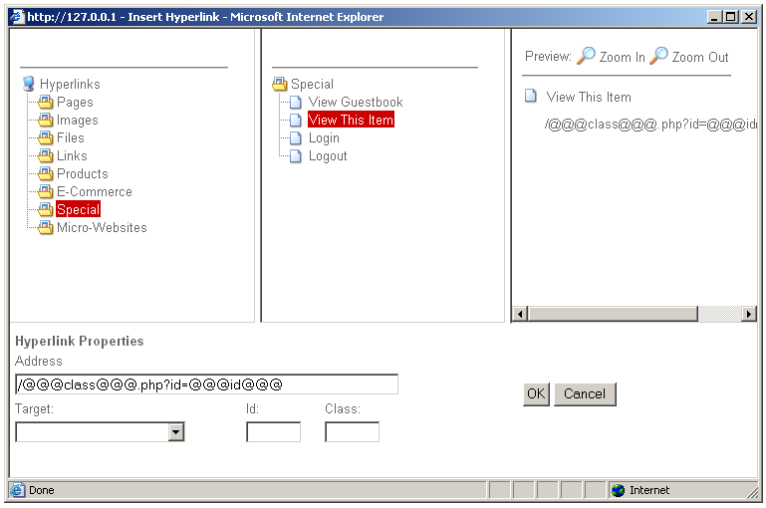
Select the Website Content – Pages menu item to access the content administration and update the Checkout Entry page.

The Checkout Entry page defines how the product details for each individual product item is displayed. This content is edited just like any other ordinary content in the Asbru Web Content Management system.

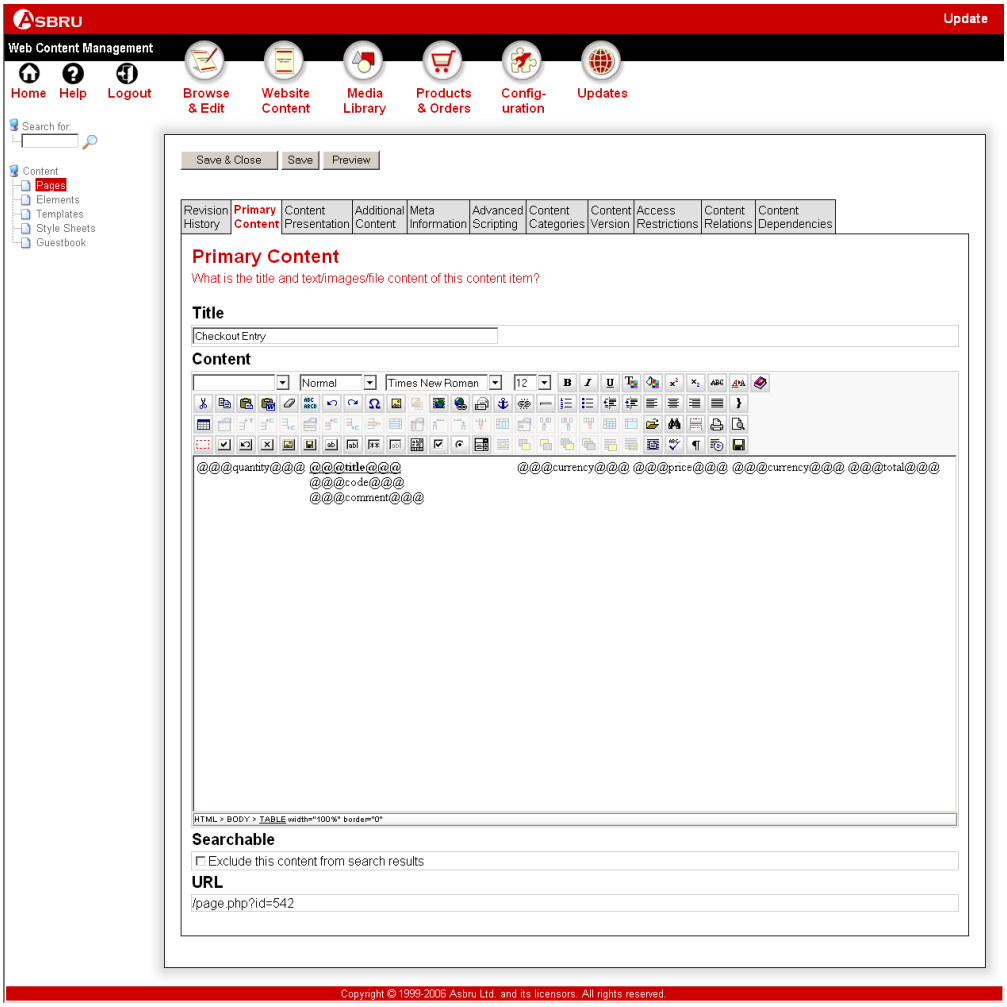
However, the Checkout Entry page can also include special codes, which define which, where and how product details for each individual product item are to be displayed:

@@@title@@@	Defines where the product title/name is to be displayed.
@@@code@@@	Defines where the product order code is to be displayed.
@@@comment@@@	Defines where the product comment is to be displayed.
@@@options@@@	Defines where the product options are to be displayed.
@@@currency@@@	Defines where the website currency is to be displayed.
@@@currencytitle@@@	Defines where the website currency title is to be displayed.
@@@price@@@	Defines where the product price per item exchanged to the website currency is to be displayed.
@@@quantity@@@	Defines where the selected product quantity is to be displayed.
@@@total@@@	Defines where the product total (product price per item multiplied by the quantity) exchanged to the website currency is to be displayed.
@@@availability@@@	Defines where the product availability is to be displayed. Please see 4.3.7.3 Product Delivery and 8.4 Product Availability and Delivery Custom /Third-Party Extensions for details.

Finally, you can select Insert Hyperlink and the View This Item hyperlink to insert a link to each entry's full page.



The Checkout Entry page does not have to include all the special codes and each special code can be included multiple times.



4.7.7 Confirm Order Page

When your website customers select to proceed from checkout to confirm the order, the currently selected products in their shopping cart are listed, and the website customer is prompted to confirm and complete the order. The confirm order contents are displayed using the Confirm Order Page as configured for your website. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Confirm Order page.

The Confirm Order page and its associated template defines the overall page layout, graphic design and contents of your website confirm order page as it is displayed to your website

customers. This content is edited just like any other ordinary content in the Asbru Web Content Management system.

However, the Confirm Order page does not include details on how each individual product item in the shopping cart is to be displayed. Instead, the Confirm Order page includes a special code, which is replaced with a list of all the currently selected products in the website shopping cart when your website customers proceed from checkout to confirm the order:

@@@items@@@	Defines where the actual product item details are to be inserted.

How each individual product item in the shopping cart is to be displayed is defined by the Confirm Order Entry as described in the next section. The Confirm Order Entry is repeated and displayed for each individual product item in the shopping cart.

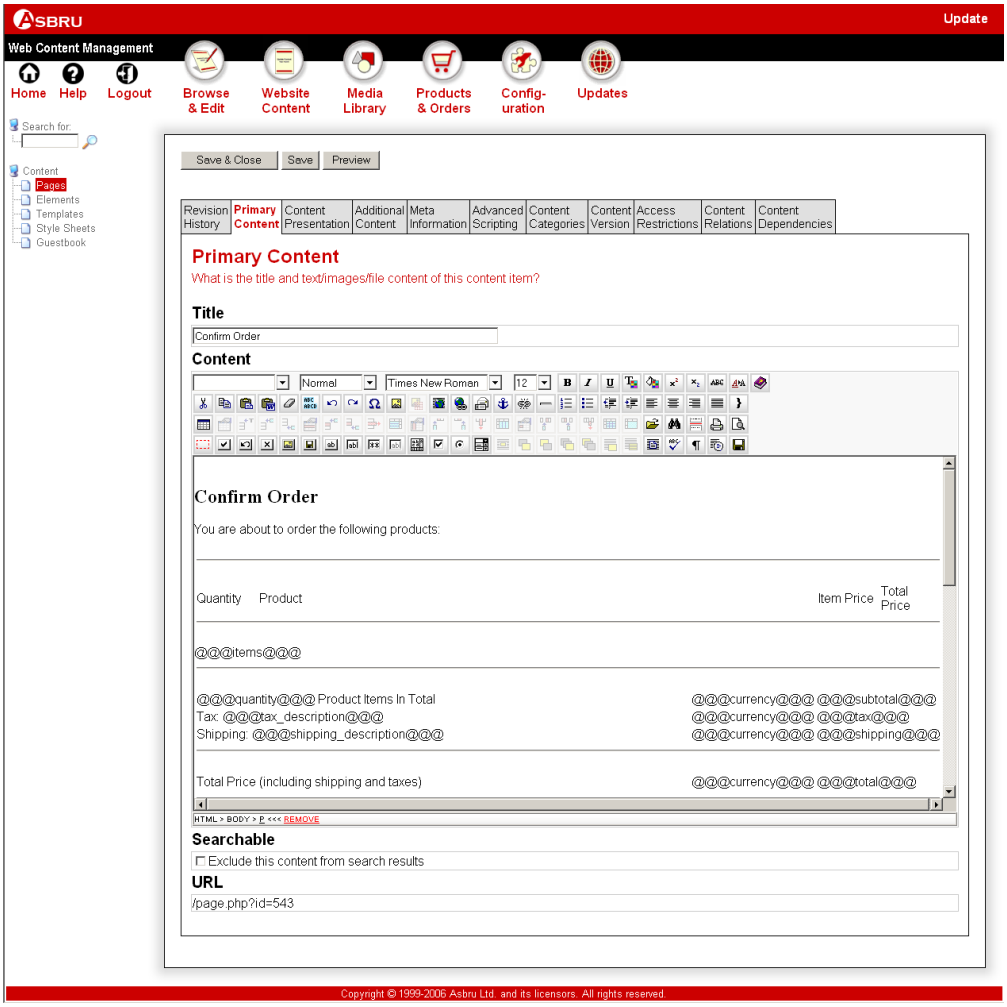
The Confirm Order page can also include a number of other special codes:

@@@currency@@@	Defines where the configured currency for your website is to be inserted.
@@@currencytitle@@@	Defines where the configured currency title for your website is to be inserted.
@@@subtotal@@@	Defines where the total price excluding eventual additional shipping costs and taxes for all the currently selected products and quantities in the shopping cart is to be inserted.
@@@tax_description@@@	Defines where the tax description(s) for the currently selected products is to be inserted.
@@@tax_currency@@@	Defines where the tax currency for the currently selected products and quantities is to be inserted. For product items, if there are no taxes this will display nothing instead of the tax currency.
@@@tax_currencytitle@@@	Defines where the tax currency title for the currently selected products and quantities is to be inserted. For product items, if there are no taxes this will display nothing instead of the tax currency.
@@@tax:TEXT@@@	Defines where the given text “TEXT” is to be inserted. If there are no taxes this will display nothing instead of the given text.
@@@tax@@@	Defines where the tax total amount for the currently selected products and quantities is to be inserted.
@@@shipping_description@@@	Defines where the shipping description(s) for the currently selected products is to be inserted.
@@@shipping_currency@@@	Defines where the shipping currency for the currently selected products and quantities is to be inserted. For product items, if there are no shipping costs this will display

	nothing instead of the shipping currency.
@@@shipping_currencytitle@@@	Defines where the shipping currency title for the currently selected products and quantities is to be inserted. For product items, if there are no shipping costs this will display nothing instead of the shipping currency.
@@@shipping:TEXT@@@	Defines where the given text "TEXT" is to be inserted. If there are no shipping costs this will display nothing instead of the given text.
@@@shipping@@@	Defines where the shipping total amount for the currently selected products and quantities is to be inserted.
@@@discount_description@@@	Defines where the discount description(s) for the currently selected products is to be inserted.
@@@discount_currency@@@	Defines where the discount currency for the currently selected products and quantities is to be inserted. If there are no discounts this will display nothing instead of the discount currency.
@@@discount_currencytitle@@@	Defines where the discount currency title for the currently selected products and quantities is to be inserted. If there are no discounts this will display nothing instead of the discount currency title.
@@@discount:TEXT@@@	Defines where the given text "TEXT" is to be inserted. If there are no discounts this will display nothing instead of the given text.
@@@discount@@@	Defines where the discount total amount for the currently selected products and quantities is to be inserted. If there are no discounts this will display nothing instead of 0.
@@@total@@@	Defines where the total price including eventual shipping costs and taxes for all the currently selected products and quantities in the shopping cart is to be inserted.
@@@card_type@@@	Defines where the selected card type for the current order is to be inserted.
@@@card_issuedmonth@@@	Defines where the selected card issued month for the current order is to be inserted.
@@@card_issuedyear@@@	Defines where the selected card issued year for the current order is to be inserted.
@@@card_expirymonth@@@	Defines where the selected card expiry month for the current order is to be inserted.
@@@card_expiryyear@@@	Defines where the selected card expiry year for the current order is to be inserted.

@@@card_cvc@@@	Defines where the entered card verification security code for the current order is to be inserted.
@@@card_issue@@@	Defines where the entered card issue number for the current order is to be inserted.
@@@card_postalcode@@@	Defines where the entered payment details postal/zip code (for card verification) for the current order is to be inserted.
@@@delivery_email@@@	Defines where the entered delivery email address for the current order is to be inserted.
@@@delivery_name@@@	Defines where the entered delivery name for the current order is to be inserted.
@@@delivery_address@@@	Defines where the entered delivery address for the current order is to be inserted.
@@@delivery_postalcode@@@	Defines where the entered delivery postal/zip code for the current order is to be inserted.
@@@delivery_city@@@	Defines where the entered delivery city for the current order is to be inserted.
@@@delivery_state@@@	Defines where the selected delivery state for the current order is to be inserted.
@@@delivery_country@@@	Defines where the selected delivery country for the current order is to be inserted.
@@@delivery_phone@@@	Defines where the entered delivery phone number for the current order is to be inserted.
@@@delivery_fax@@@	Defines where the entered delivery fax number for the current order is to be inserted.
@@@invoice_email@@@	Defines where the entered invoice email address for the current order is to be inserted.
@@@invoice_name@@@	Defines where the entered invoice name for the current order is to be inserted.
@@@invoice_address@@@	Defines where the entered invoice address for the current order is to be inserted.
@@@invoice_postalcode@@@	Defines where the entered invoice postal/zip code for the current order is to be inserted.
@@@invoice_city@@@	Defines where the entered invoice city for the current order is to be inserted.
@@@invoice_state@@@	Defines where the selected invoice state for the current order is to be inserted.
@@@invoice_country@@@	Defines where the selected invoice country for the current order is to be inserted.
@@@invoice_phone@@@	Defines where the entered invoice phone number for the current order is to be inserted.

@@@invoice_fax@@@	Defines where the entered invoice fax number for the current order is to be inserted.

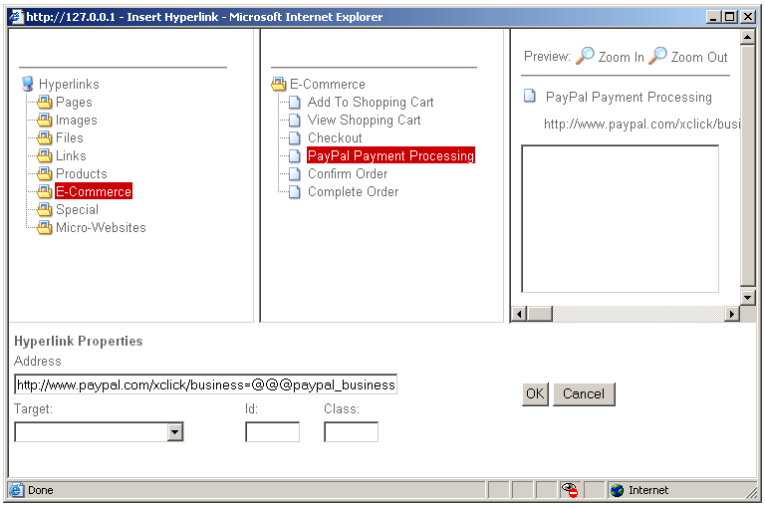


The Confirm Order page can also include special HTML FORM and INPUT codes to enable your website customers to return to checkout and confirm their order:

`<FORM action=/shopcart.aspx method=post>`	Defines the beginning of a web page form. This should be placed at the top of your content above the INPUT codes.
`<INPUT type=submit value="Back to Checkout" name=checkout>`	Displays a button labelled Back to Checkout, which takes your website customers back to the Checkout web page. This should be placed between the two FORM codes.
`<INPUT type=submit value=Continue name=complete>`	Displays a button labelled Continue, which completes the order and takes your website

	customers to your Order Completed web page. This should be placed between the two FORM codes.
<INPUT type=hidden value=no name=email_confirmation>	Defines a hidden INPUT code to control the sending of an email confirmation to the customer. As default the configured Configuration / System / E-Commerce / Default order confirmation email page is sent to the customer as an email confirmation. Optionally, the email confirmation can be disabled or another page can be used for the email by defining an INPUT code named "email_confirmation" with the value of "no" or a page id. If used this should be placed between the two FORM codes.
<INPUT type=hidden value=no name=email_notification>	Defines a hidden INPUT code to control the sending of an email notification to the website administrator. As default the configured Configuration / System / E-Commerce / Default order notification email page is sent to the website administrator as an email notification. Optionally, the email notification can be disabled or another page can be used for the email by defining an INPUT code named "email_notification" with the value of "no" or a page id. If used this should be placed between the two FORM codes.
<INPUT type=hidden value="sales@asbrusoft.com" name=order_form_recipient>	Defines a hidden INPUT code to control the sending of an email notification to the website administrator. As default order notification email page is sent to the the configured Configuration / E-Commerce / Order Forms / Email to email address. Optionally, the email notification can be sent to another email address by defining an INPUT code named "order_form_recipient" with the value of an email address. To prevent misuse the email address must be one of the configured Configuration / System / Website / Email / Email addresses (permitted) or it will be ignored. If used this should be placed between the two FORM codes.
</FORM>	Defines the end of a web page form. This should be placed at the bottom of your content below the INPUT codes.

Finally, you can select Insert Hyperlink and the PayPal Payment Processing hyperlink to insert a link to PayPal payment processing for the order.



4.7.8 Confirm Order Entry

When your website customers select to proceed from checkout to confirm the order, the currently selected products in their shopping cart are displayed as described in the previous section. However, for each individual product item the Confirm Order Entry page as configured for your website is repeated and displayed. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Confirm Order Entry page.

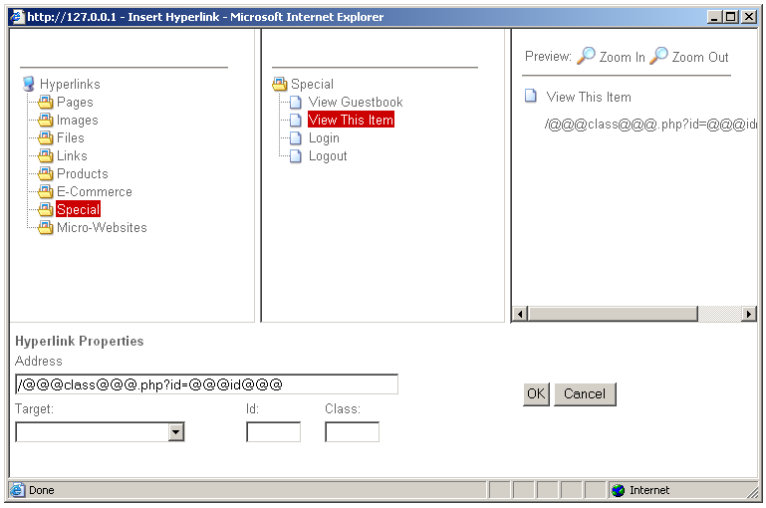
The Confirm Order Entry page defines how the product details for each individual product item is displayed. This content is edited just like any other ordinary content in the Asbru Web Content Management system.

However, the Confirm Order Entry page can also include special codes, which define which, where and how product details for each individual product item are to be displayed:

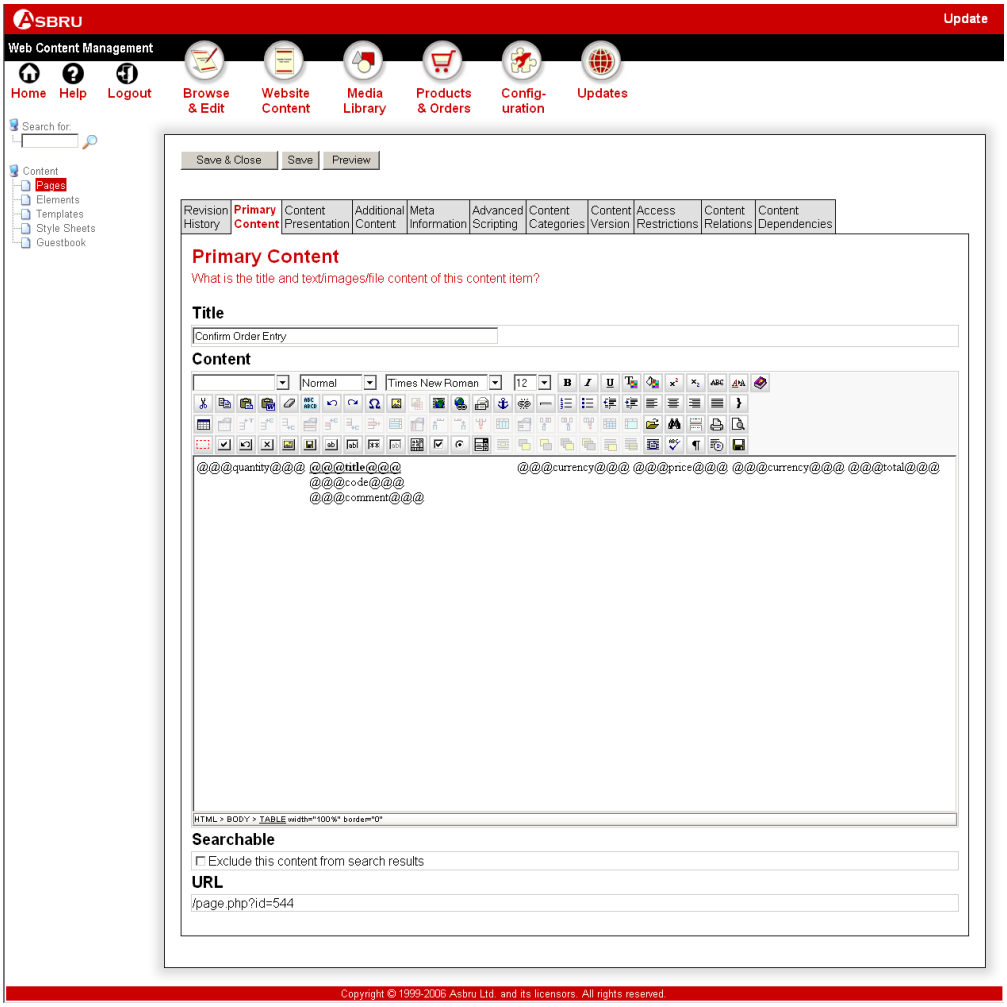
@@@title@@@	Defines where the product title/name is to be displayed.
@@@code@@@	Defines where the product order code is to be displayed.
@@@comment@@@	Defines where the product comment is to be displayed.
@@@options@@@	Defines where the product options are to be displayed.
@@@currency@@@	Defines where the website currency is to be displayed.
@@@currencytitle@@@	Defines where the website currency title is to be displayed.
@@@price@@@	Defines where the product price per item exchanged to the website currency is to be displayed.

@@@quantity@@@	Defines where the selected product quantity is to be displayed.
@@@total@@@	Defines where the product total (product price per item multiplied by the quantity) exchanged to the website currency is to be displayed.
@@@availability@@@	Defines where the product availability is to be displayed. Please see 4.3.7.3 Product Delivery and 8.4 Product Availability and Delivery Custom /Third-Party Extensions for details.

Finally, you can select Insert Hyperlink and the View This Item hyperlink to insert a link to each entry's full page.



The Confirm Order Entry page does not have to include all the special codes and each special code can be included multiple times.



4.7.9 Order Completed Page

When your website customers have confirmed and completed an order, the order details are displayed. The order details are displayed using the Order Completed Page as configured for your website. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Order Completed page.

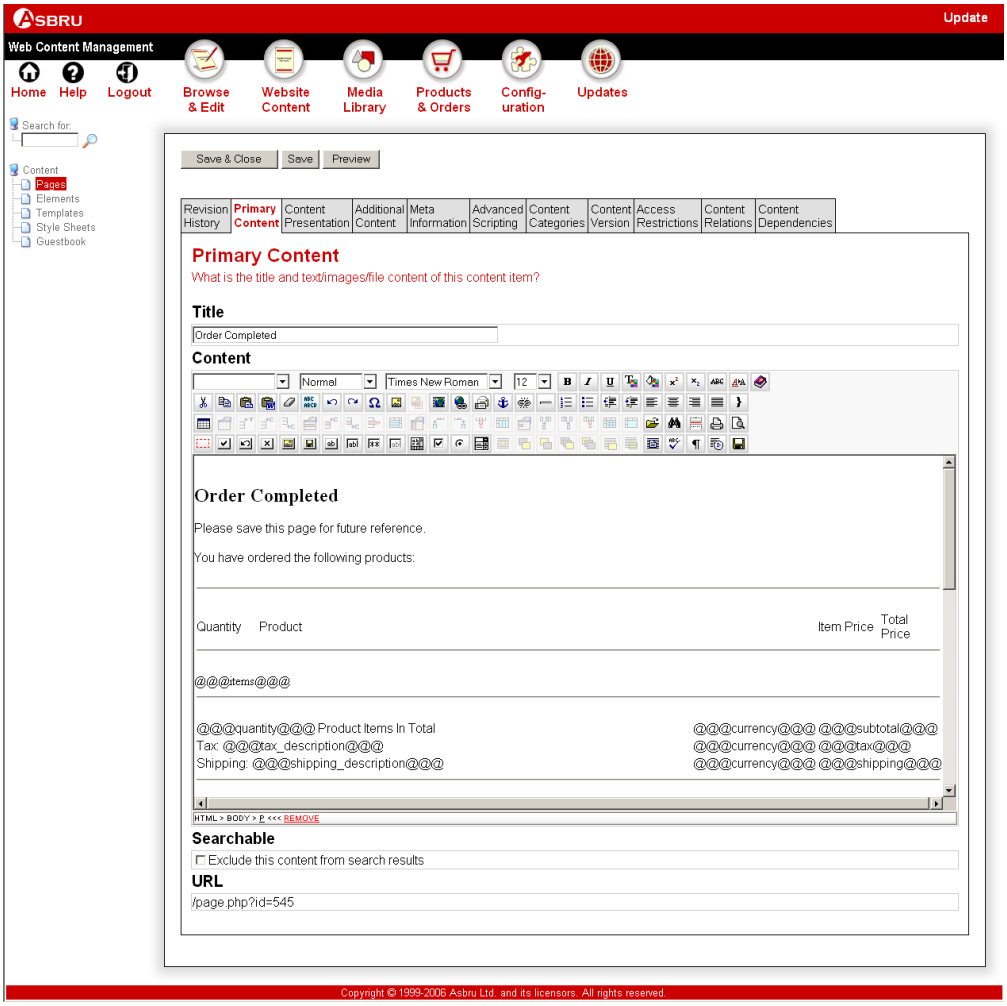
The Order Completed page is edited in the same way and using the same special codes as the Confirm Order page. Please see 4.7.7 Confirm Order Page for details.

The Order Completed page can also include a number of other special codes:

@@@payment@@@	Defines where the payment processing instructions or confirmation details from the payment processing module are to be inserted.

@@@delivery@@@	Defines where the product delivery pages and the output from the product delivery custom extension programs are to be inserted.

How each individual product item of the completed order is to be displayed is defined by the Order Completed Entry as described in the next section. The Order Completed Entry is repeated and displayed for each individual product item of the order.

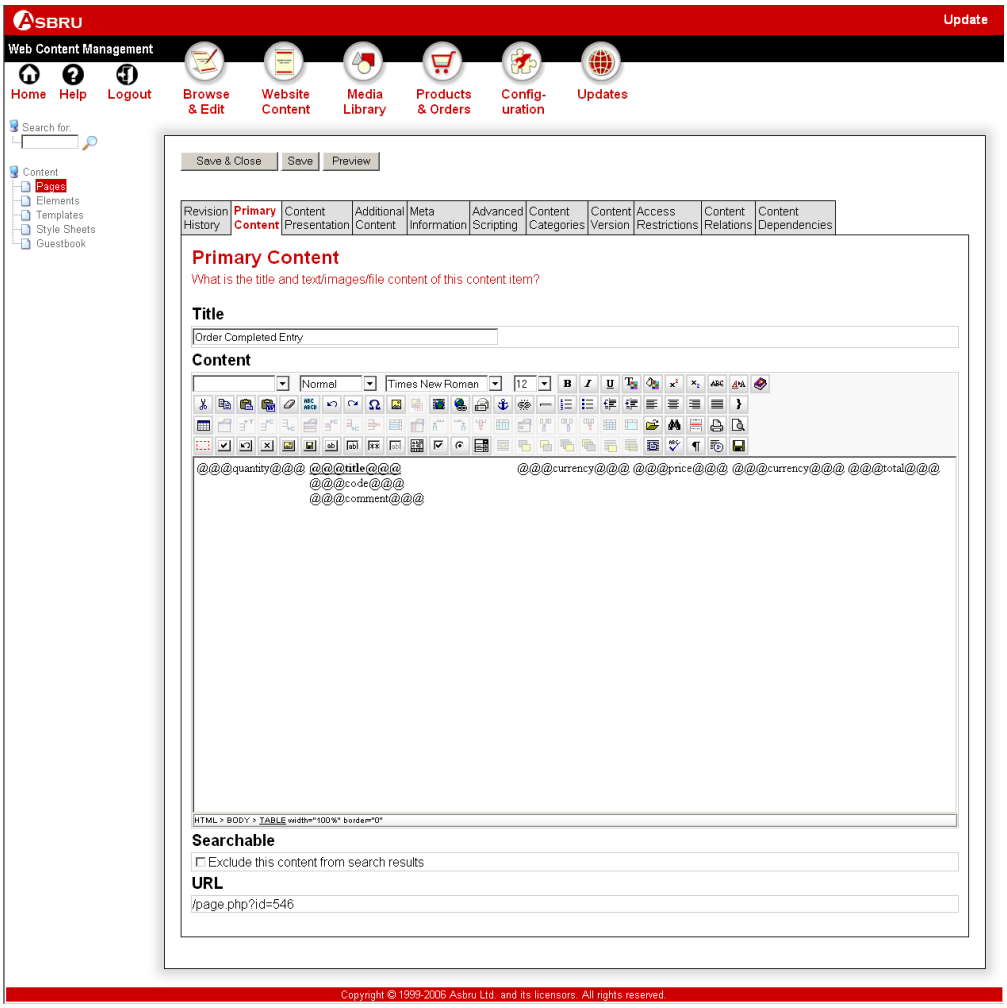


4.7.10 Order Completed Entry

When your website customers have confirmed and completed an order, the ordered products are displayed as described in the previous section. However, for each individual product item the Order Completed Entry page as configured for your website is repeated and displayed. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Order Completed Entry page.

The Order Completed Entry page is edited in the same way and using the same special codes as the Confirm Order Entry page. Please see 4.7.8 Confirm Order Entry for details.



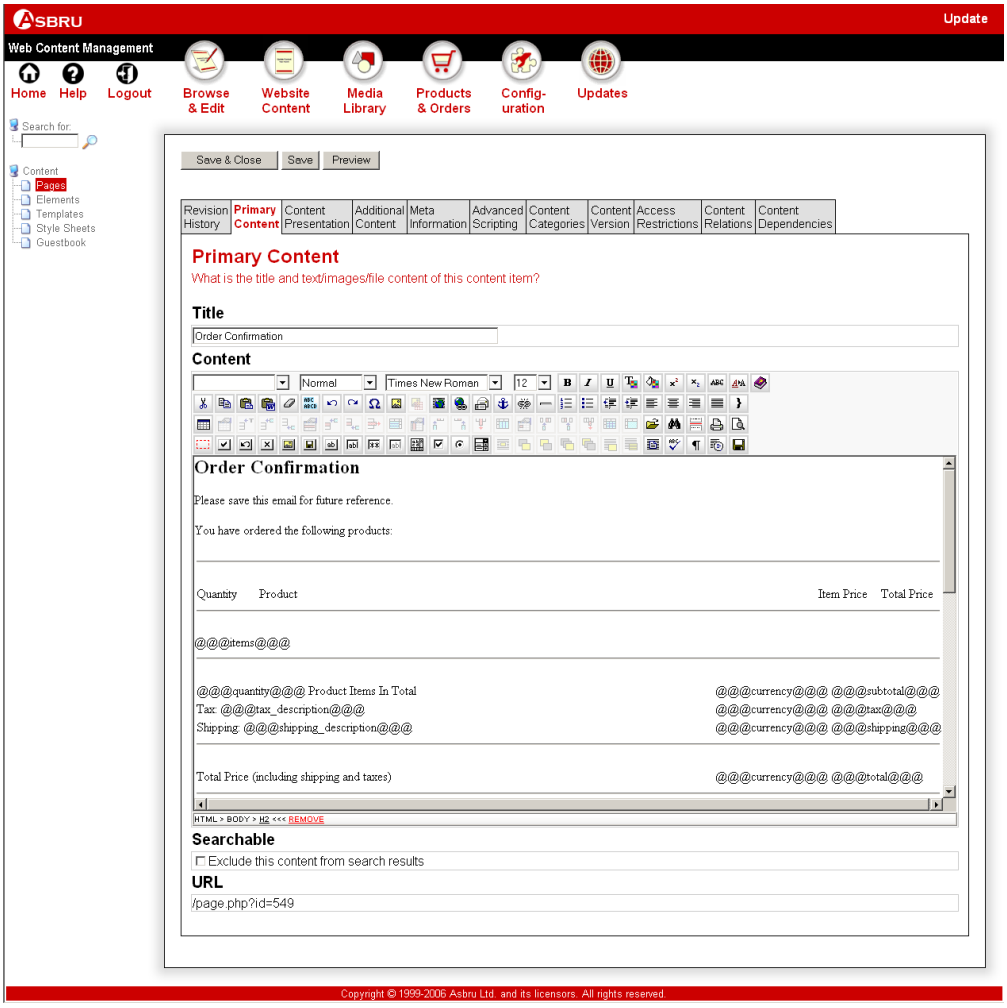
4.7.11 Order Confirmation Email Page

When your website customers have confirmed and completed an order, an order confirmation email is sent to the entered invoice email address for the order. The contents of the order confirmation are generated from the Order Confirmation Email Page as configured for your website. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Order Confirmation email page.

The Order Confirmation email page is edited in the same way and using the same special codes as the Confirm Order page. Please see 4.7.7 Confirm Order Page for details.

How each individual product item of the completed order is to be displayed is defined by the Order Confirmation Email Entry as described in the next section. The Order Confirmation Email Entry is repeated and displayed for each individual product item of the order.

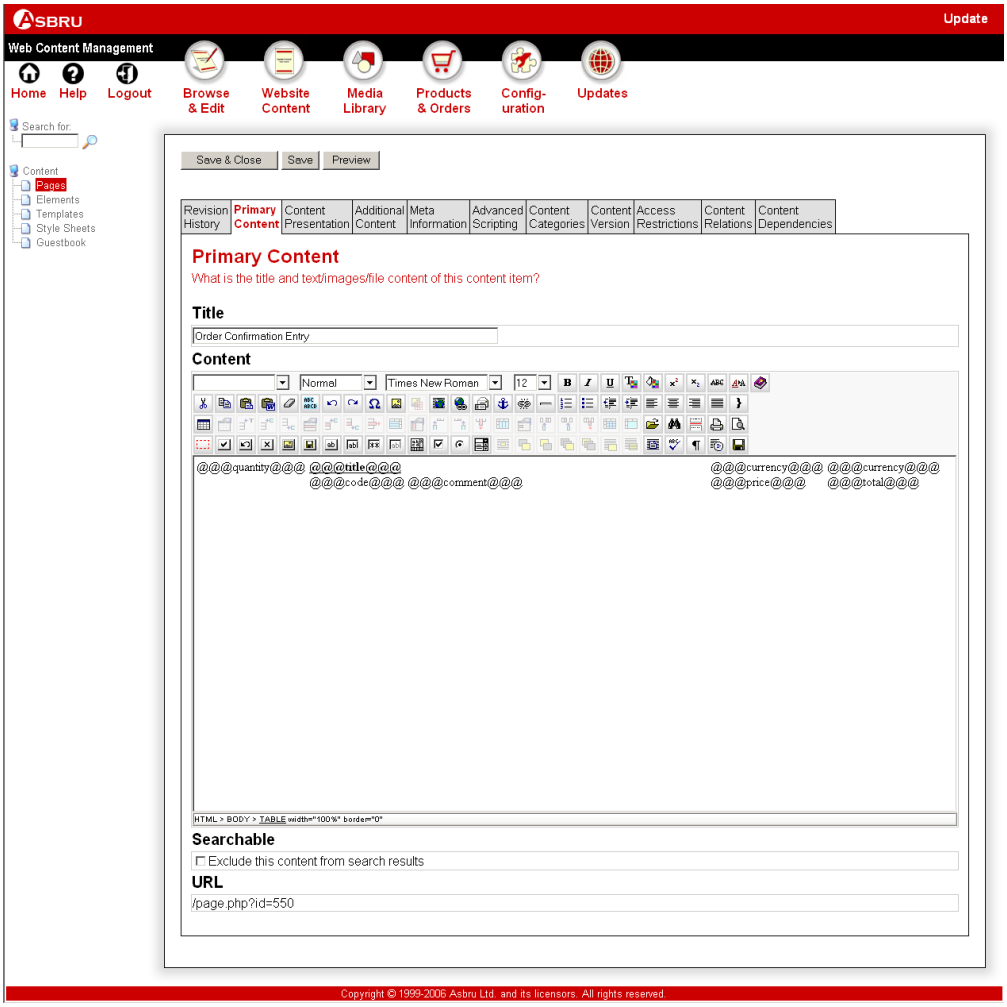


4.7.12 Order Confirmation Email Entry

When your website customers have confirmed and completed an order, an order confirmation email is sent to the entered invoice email address for the order as described in the previous section. However, for each individual product item the Order Conformation Email Entry page as configured for your website is repeated and displayed. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Order Confirmation Email Entry page.

The Order Confirmation Email Entry page is edited in the same way and using the same special codes as the Confirm Order Entry page. Please see 4.7.8 Confirm Order Entry for details.



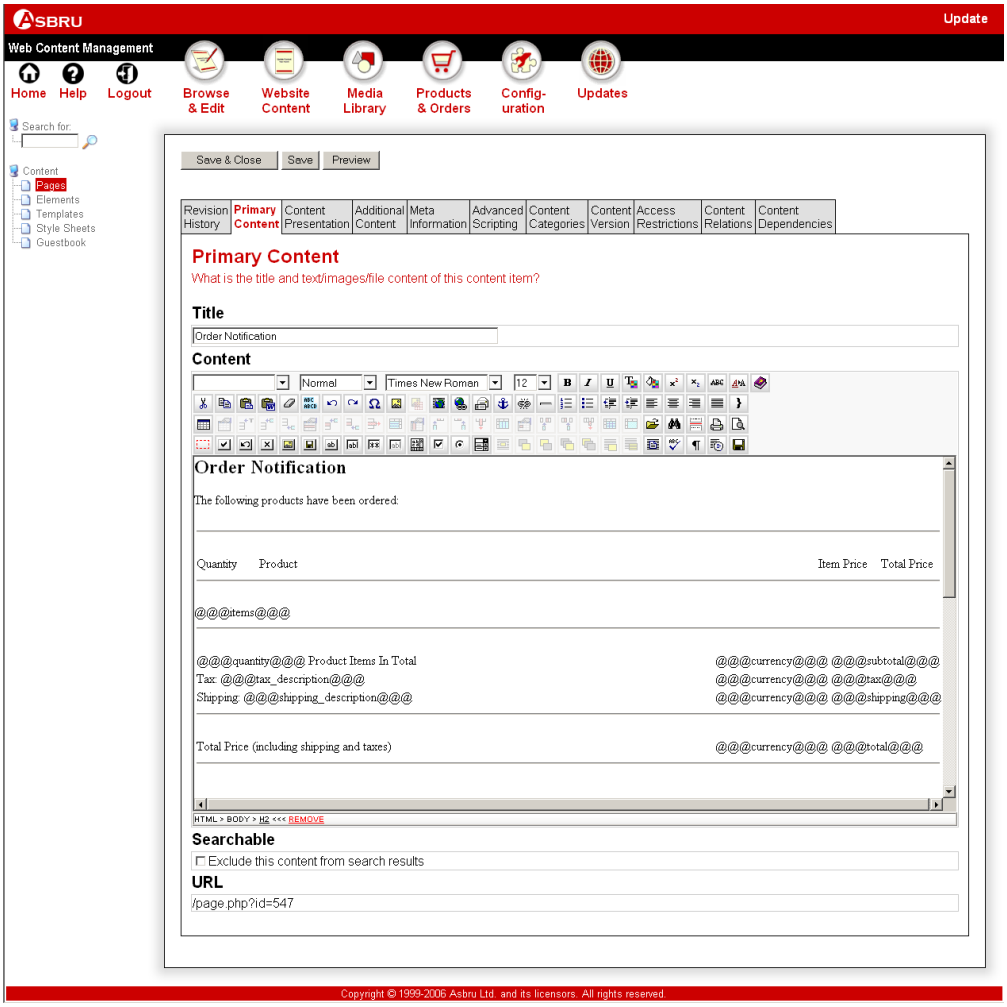
4.7.13 Order Notification Email Page

When your website customers have confirmed and completed an order, an order notification email is sent to your order forms email address as configured for your website. The contents of the order notification are generated from the Order Notification Email Page as configured for your website. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Order Notification email page.

The Order Notification email page is edited in the same way and using the same special codes as the Confirm Order page. Please see 4.7.7 Confirm Order Page for details.

How each individual product item of the completed order is to be displayed is defined by the Order Notification Email Entry as described in the next section. The Order Notification Email Entry is repeated and displayed for each individual product item of the order.

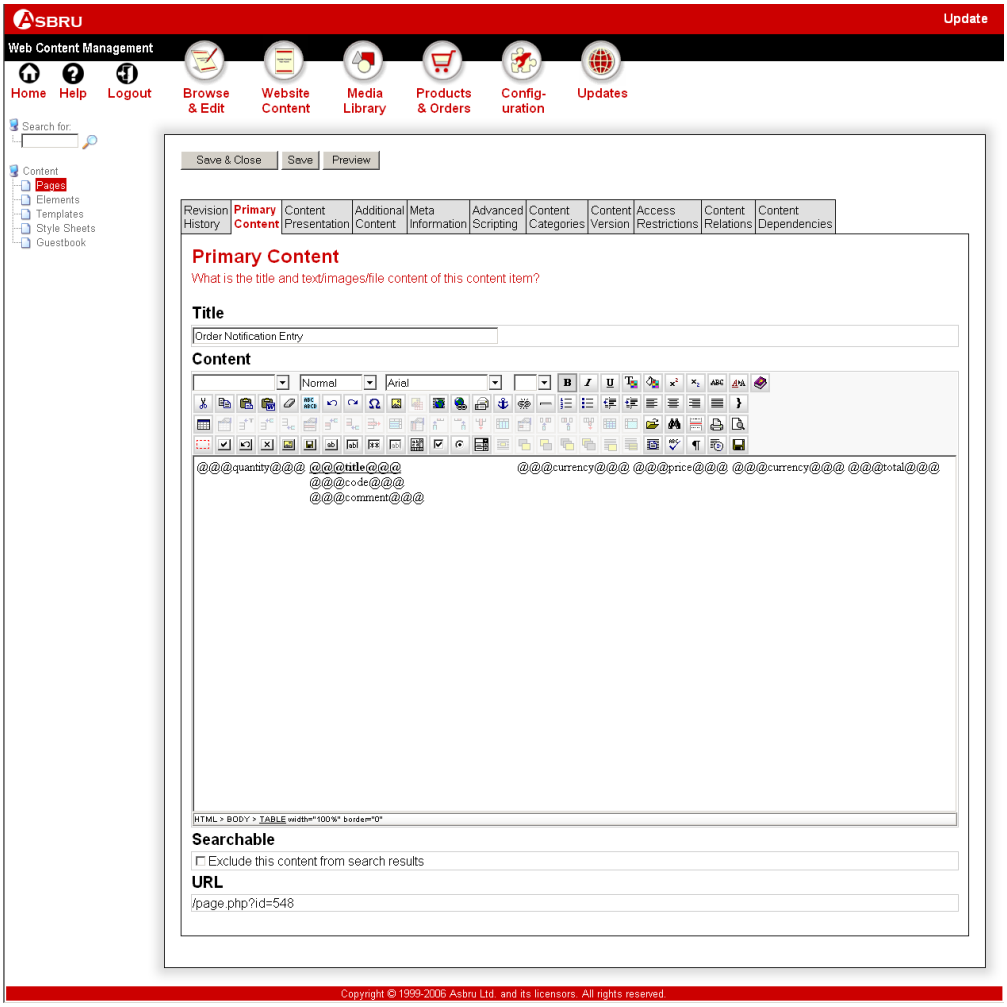


4.7.14 Order Notification Email Entry

When your website customers have confirmed and completed an order, an order notification is sent to your order forms email address as described in the previous section. However, for each individual product item the Order Notification Email Entry page as configured for your website is repeated and displayed. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Order Notification Email Entry page.

The Order Notification Entry page is edited in the same way and using the same special codes as the Confirm Order Entry page. Please see 4.7.8 Confirm Order Entry for details.



4.7.15 Order Status Tracking Email Page

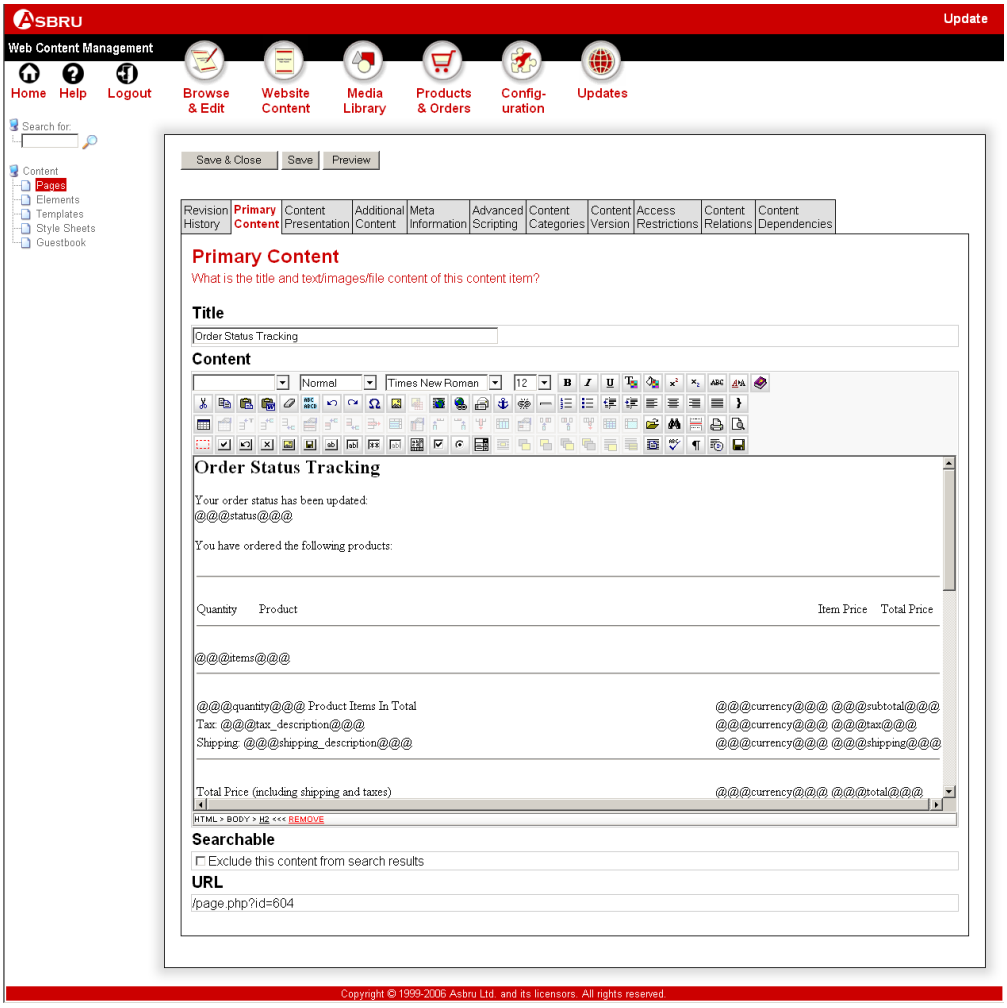
When you update an order status, you can select to send an order status tracking email to your website customer. The contents of the order status tracking email are generated from the Order Status Tracking Email Page as configured for your website. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Order Status Tracking Email page.

The Order Status Tracking email page is edited in the same way and using the same special codes as the Confirm Order page. Please see 4.7.7 Confirm Order Page for details. One additional special code is used for the Order Status Tracking email page:

@@@status@@@	Defines where the order status is to be inserted.

How each individual product item of the order is to be displayed is defined by the Order Status Tracking Email Entry as described in the next section. The Order Status Tracking Email Entry is repeated and displayed for each individual product item of the order.

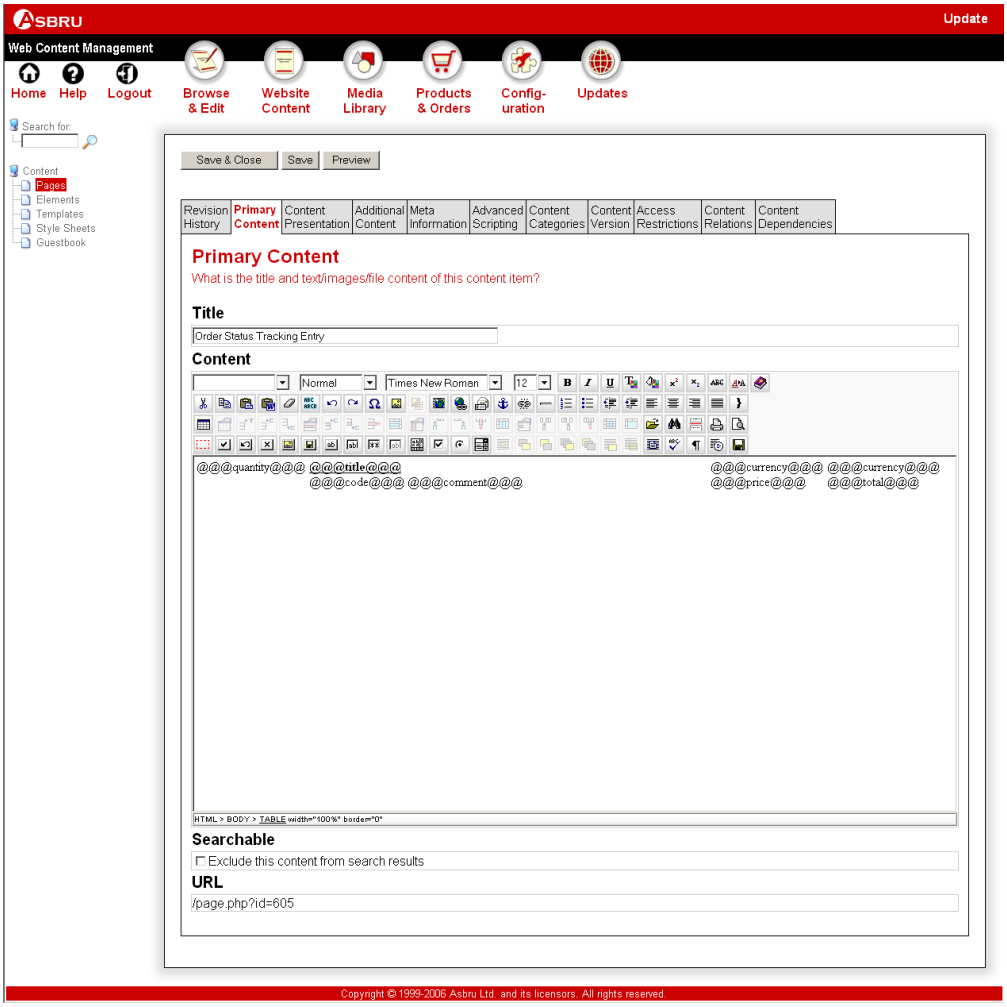


4.7.16 Order Status Tracking Email Entry

When you update an order status, you can select to send an order status tracking email to your website customer as described in the previous section. However, for each individual product item the Order Status Tracking Email Entry page as configured for your website is repeated and displayed. Please see 4.2.2 E-Commerce for details.

Select the Website Content – Pages menu item to access the content administration and update the Order Status Tracking Email Entry page.

The Order Status Tracking Email Entry page is edited in the same way and using the same special codes as the Confirm Order Entry page. Please see 4.7.8 Confirm Order Entry for details.


ASBRU
Update
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Products & Orders
Config-uration
Updates
Search for:
Content
Pages
Elements
Templates
Style Sheets
Guestbook
Save & Close
Save
Preview
Revision History
Primary Content
Content Presentation
Additional Content
Meta Information
Advanced Scripting
Content Categories
Content Version
Access Restrictions
Content Relations
Content Dependencies
Primary Content
What is the title and text/images/file content of this content item?
Title
Order Status Tracking Entry
Content
Normal
Times New Roman
12
@@@quantity@@@ @@@title@@@
@@@code@@@ @@@comment@@@
@@@currency@@@ @@@currency@@@
@@@price@@@ @@@total@@@
HTML > BODY > TABLE width="100%" border="0"
Searchable
Exclude this content from search results
URL
/page.php?id=605
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5 Community Add-On Module

The Community Add-On module for the Asbru Web Content Management system enables you to create and manage user community websites and turn your website visitors into participating users.

You can define pages for your website visitors to register as users to get access to personalised content, email newsletters, and access restricted content and services.

You can define personal pages for registered users for them to use as a personal business card web page and to access personalised content.

You can define personal administration pages for registered users to update their personal details, select their personal content preferences, and update their personal business card web page.

You can send email newsletters and other messages to registered users and website administrators.

You can define any number of guestbooks, message boards, weblogs and similar applications. Such applications can be made public for access by all website visitors or the applications can be restricted for access by specific registered users and/or website administrators only.

Combined with the E-Commerce Add-On module you can give your website visitors/customers access to view and post their own product reviews.

For maximum flexibility the Community Add-On applications are implemented just like any other content in the Asbru Web Content Management system. This means that all the Community Add-On applications are fully customisable using the Asbru Web Content Management system features, and the Community Add-On applications can be combined with the general web content management system features such as access restrictions, archiving and workflow. You can also create your own applications similar to (or completely different from) the default Community Add-On applications.

5.1 Download and Installation

The Community Add-On Module program files are included in the basic Asbru Web Content Management system packages available for download from the Asbru website (www.asbrusoft.com). Please see 1.2 Download and Installation and 1.5 Upgrades for details on downloading, installing and upgrading the Asbru Web Content Management system.

5.2 Configuration

5.2.1 License

To use the Community Add-On module you must obtain a license from Asbru (www.asbrusoft.com) and configure your license. The license may also be provided by your web hosting provider, if they have provided you with the Asbru Web Content Management system. Please see 1.3.3 License for details on configuring your Community Add-On module license key.

5.2.2 Database Import

The Community Add-On module does not use any special administration sections and pages for the Community Add-On module applications. The Community Add-On modules applications' pages and other content are managed just like your other website content through the Asbru Web Content Management system's Website Content and User Database administration sections.

If you are creating a new user community website you may want to start with one of our full example websites. Please see 2.8.1.1.2 Initialis for details.

To add the Community Add-On applications functionality to your existing website you can load the default Community Add-On applications using the Asbru Web Content Management system's Database Import functionality. Alternatively, you may want to create your own Community Add-On applications from scratch using the technical descriptions in the following sections (but we strongly recommend loading and customising the default Community Add-On applications).

Select the Configuration – System – Database menu item links and then select the Initialize & Import tab on the Database Configuration page to load the default Community Add-On applications.

WARNING: DO NOT SELECT the "Drop tables" and "Delete data" options – ONLY SELECT the "Insert data" option. Otherwise all your existing website data will be deleted and lost.

Select the "Community Add-On" server file option to load all the default Community Add-On applications. Alternatively, select one of the other "Community Add-On - ....." server file options to load only that Community Add-On application.

Select "Initialize & Import" to import the selected Community Add-On application(s).

When the selected Community Add-On application(s) have been imported, a number of content groups/types, pages and/or users will have been added. Please see the descriptions in the following sections and use the general Asbru Web Content Management system administration features to customise the Community Add-On applications and integrate them with your existing website.

5.3 User Registration

User Registration gives your website visitors access to sign up as registered users of your website for access to personalised content, email newsletters, and access restricted content and services.

Website visitors have access to a simple user registration form web page where they must enter their email address and optionally their name, a username and a password.

When the user registration form is submitted a new user account will be created for the website visitor.

Optionally, a new personal page may also be created for the new registered user. A personal page can be used to give registered users access to update their personal details; select their

content preferences for access to a personal page with personalised content; and access to create a personal business card web page.

Upon successful user registration a confirmation email with the new registered user's details may be sent to the new registered user. A notification email with the new registered user's details may also be sent to the website administrator(s) responsible for managing the registered users.

Finally, a confirmation web page may be displayed to confirm that the user registration has been completed.

The default User Registration application consists of a number of content pages and a user account:

- User Registration Form page
  The content page that contains the form for website visitors to enter their personal details to sign up as a registered user.

- User Registration user
  The user account that is copied to create new registered user accounts. This user account defines the user categories and access permissions for new registered user accounts.

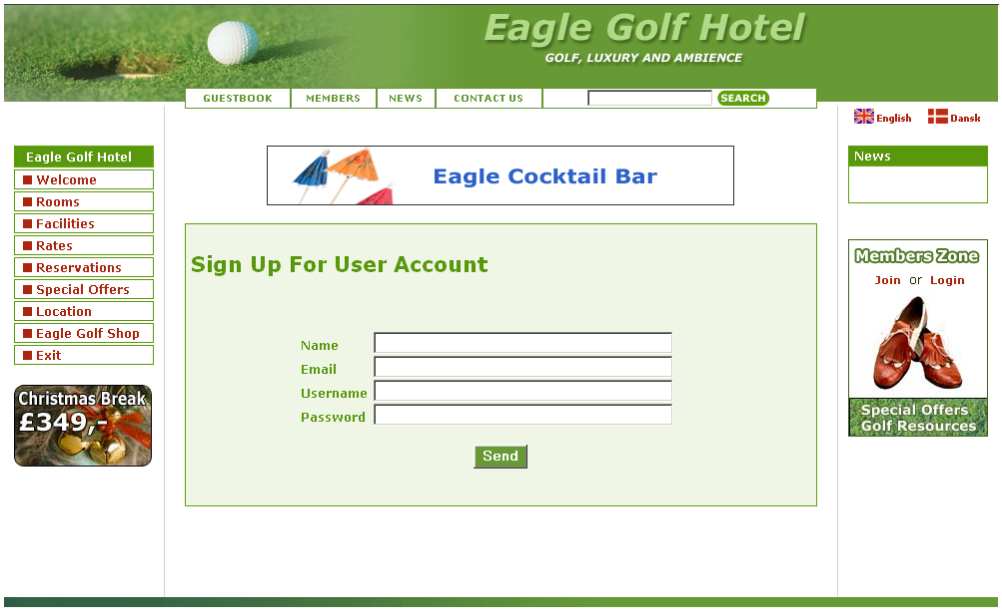
- Personal Page Template page
  The content page that is copied to create a personal page for new registered user. This content page defines the initial content of a new registered user's personal page.

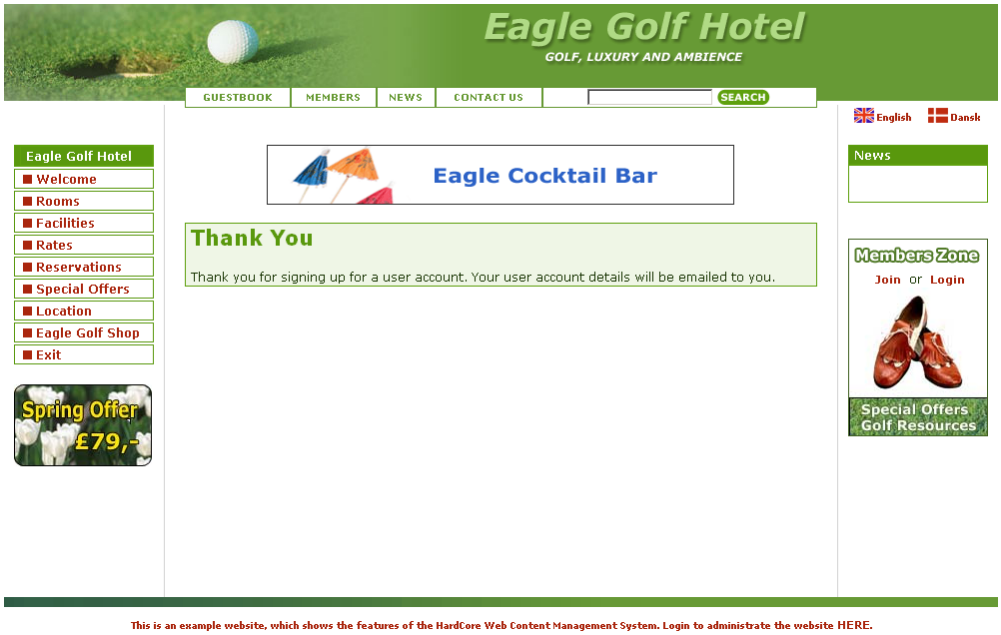
- User Registration Confirmation email
  The content page that is emailed to the registered user as confirmation that they have successfully signed up as a registered user.

- User Registration Notification email
  The content page that is emailed to the website administrators who are responsible for managing the registered users.

- User Registration Completed page
  The content page that is displayed to the registered user as confirmation that they have successfully signed up as a registered user.

Please see the following sections for details on the User Registration content pages and user account as well as for details on required Website Configuration for the User Registration application.





5.3.1 User Registration Form page

The User Registration Form page is the web page you should link to to give your website visitors access to sign up as registered users of your website. The User Registration Form page contains the form website visitors must fill out to sign up as a registered user. The website visitor's email address is required to sign up as a registered user. Optionally, website visitors may also enter their name, a username and a password.

Please note that the User Registration Form page should be displayed using "/register.aspx?id=1" instead of the normal "/page.aspx?id=1" used for normal web pages.

The basic required and optional FORM fields are:

<FORM action=/register.aspx?id=@@@id@@@ method=post>	Defines the beginning of the web page form. The User Registration FORM data must be posted to the "/register.aspx" program with the content page's id as parameter.
<INPUT type=text name=email value=@@@email@@@>	Defines a text input field for entering the website visitor's email address.
<INPUT type=text name=name value=@@@name@@@>	Defines a text input field for entering the website visitor's name. If no name is entered the website visitor's email address will be used. (Optional)
<INPUT type=text name=username value=@@@username@@@>	Defines a text input field for entering the website visitor's username. If no username is entered the website visitor's email address will be used. (Optional)
<INPUT type=text name=password value=@@@password@@@>	Defines a text input field for entering the website visitor's password. If no password is entered a random one will be used. If users enter their own passwords, they are automatically logged in after registration. If random passwords are generated for users, they will need to login after registration. (Optional)
<INPUT type=submit value=Register>	Displays a button labelled Register, which submits the entered data.
<INPUT type=hidden name=user_id value=1>	Defines which existing user account to copy to create a new user account for the website visitor. The value must be set to the id of an existing user in the user database. Alternatively, you may want to give website visitors access to select between a number of different existing user accounts (for example to sign up for different email newsletters). Please see 5.3.2 User Registration user for details.
<INPUT type=hidden name=redirect value==/register.aspx?id=2 >	Defines which page to display upon successful user registration. Please see 5.3.6 User Registration Completed page for details.
</FORM>	Defines the end of a web page form.

Additional FORM fields for additional user data may be added to the above to be stored in the web content management system user database.

<INPUT type=text name=organisation	Defines a text input field for entering

value=@@@organisation@@@>	the website visitor's organisation name. (Optional)
<INPUT type=text name=card_type value=@@@card_type@@@>	Defines a text input field for entering the website visitor's card type. (Optional)
<INPUT type=text name=card_number value=@@@card_number@@@>	Defines a text input field for entering the website visitor's card number. (Optional)
<INPUT type=text name=card_issuedmonth value=@@@card_issuedmonth@@@>	Defines a text input field for entering the website visitor's card issued month. (Optional)
<INPUT type=text name=card_issuedyear value=@@@card_issuedyear@@@>	Defines a text input field for entering the website visitor's card issued year. (Optional)
<INPUT type=text name=card_expirymonth value=@@@card_expirymonth@@@>	Defines a text input field for entering the website visitor's card expiry month. (Optional)
<INPUT type=text name=card_expiryyear value=@@@card_expiryyear@@@>	Defines a text input field for entering the website visitor's card expiry year. (Optional)
<INPUT type=text name=card_name value=@@@card_name@@@>	Defines a text input field for entering the website visitor's card name. (Optional)
<INPUT type=text name=card_cvc value=@@@card_cvc@@@>	Defines a text input field for entering the website visitor's card CVC number. (Optional)
<INPUT type=text name=card_issue value=@@@card_issue@@@>	Defines a text input field for entering the website visitor's card issue number. (Optional)
<INPUT type=text name=card_postalcode value=@@@card_postalcode@@@>	Defines a text input field for entering the website visitor's card postalcode. (Optional)
<INPUT type=text name=delivery_name value=@@@delivery_name@@@>	Defines a text input field for entering the website visitor's delivery/work name. (Optional)
<INPUT type=text name=delivery_organisation value=@@@delivery_organisation@@@>	Defines a text input field for entering the website visitor's delivery/work organisation name. (Optional)
<INPUT type=text name=delivery_address value=@@@delivery_address@@@>	Defines a text input field for entering the website visitor's delivery/work address. (Optional)
<INPUT type=text name=delivery_postalcode value=@@@delivery_postalcode@@@>	Defines a text input field for entering the website visitor's delivery/work postalcode. (Optional)
<INPUT type=text name=delivery_city value=@@@delivery_city@@@>	Defines a text input field for entering the website visitor's delivery/work city. (Optional)
<INPUT type=text name=delivery_state value=@@@delivery_state@@@>	Defines a text input field for entering the website visitor's delivery/work state. (Optional)

<INPUT type=text name=delivery_country value=@@@delivery_country@@@>	Defines a text input field for entering the website visitor's delivery/work country. (Optional)
<INPUT type=text name=delivery_phone value=@@@delivery_phone@@@>	Defines a text input field for entering the website visitor's delivery/work phone number. (Optional)
<INPUT type=text name=delivery_fax value=@@@delivery_fax@@@>	Defines a text input field for entering the website visitor's delivery/work fax number. (Optional)
<INPUT type=text name=delivery_email value=@@@delivery_email@@@>	Defines a text input field for entering the website visitor's delivery/work email address. (Optional)
<INPUT type=text name=delivery_website value=@@@delivery_website@@@>	Defines a text input field for entering the website visitor's delivery/work website address. (Optional)
<INPUT type=text name=invoice_name value=@@@invoice_name@@@>	Defines a text input field for entering the website visitor's invoice/home name. (Optional)
<INPUT type=text name=invoice_organisation value=@@@invoice_organisation@@@>	Defines a text input field for entering the website visitor's invoice/home organisation. (Optional)
<INPUT type=text name=invoice_address value=@@@invoice_address@@@>	Defines a text input field for entering the website visitor's invoice/home address. (Optional)
<INPUT type=text name=invoice_postalcode value=@@@invoice_postalcode@@@>	Defines a text input field for entering the website visitor's invoice/home postalcode. (Optional)
<INPUT type=text name=invoice_city value=@@@invoice_city@@@>	Defines a text input field for entering the website visitor's invoice/home city. (Optional)
<INPUT type=text name=invoice_state value=@@@invoice_state@@@>	Defines a text input field for entering the website visitor's invoice/home state. (Optional)
<INPUT type=text name=invoice_country value=@@@invoice_country@@@>	Defines a text input field for entering the website visitor's invoice/home country. (Optional)
<INPUT type=text name=invoice_phone value=@@@invoice_phone@@@>	Defines a text input field for entering the website visitor's invoice/home phone. (Optional)
<INPUT type=text name=invoice_fax value=@@@invoice_fax@@@>	Defines a text input field for entering the website visitor's invoice/home fax. (Optional)
<INPUT type=text name=invoice_email value=@@@invoice_email@@@>	Defines a text input field for entering the website visitor's invoice/home email address. (Optional)
<INPUT type=text name=invoice_website value=@@@invoice_website@@@>	Defines a text input field for entering the website visitor's invoice/home website address. (Optional)
<INPUT type=text name=keywords value=@@@keywords@@@>	Defines a text input field for entering the website visitor's keywords.

	(Optional)
<INPUT type=text name=description value=@@@description@@@>	Defines a text input field for entering the website visitor's description. (Optional)
<INPUT type=text name=notes value=@@@notes@@@>	Defines a text input field for entering the website visitor's notes. (Optional)
<INPUT type=text name=userinfo_XXXXX value=@@@organisation@@@>	Defines a text input field for entering the website visitor's custom user attribute (replace "XXXXX" with the custom user attribute name). Please note that new custom user attributes cannot be added this way. The custom user attributes must already have been defined for the copied existing user account. (Optional)

Optionally, the following additional FORM fields may be added to the above to create a new personal page for the new registered user:

<INPUT type=hidden name=content_id value=5>	Defines which existing content page to copy to create a new personal page for the new registered user. The value must be set to the id of an existing content page. Alternatively, you may want to give website visitors access to select between a number of different existing content pages (for example to select between different graphic design styles). Please see 5.3.3 Personal Page Template page for details.
<INPUT type=hidden name=publish value=yes>	Defines that the created new personal page for the registered user should be published.

5.3.2 User Registration user

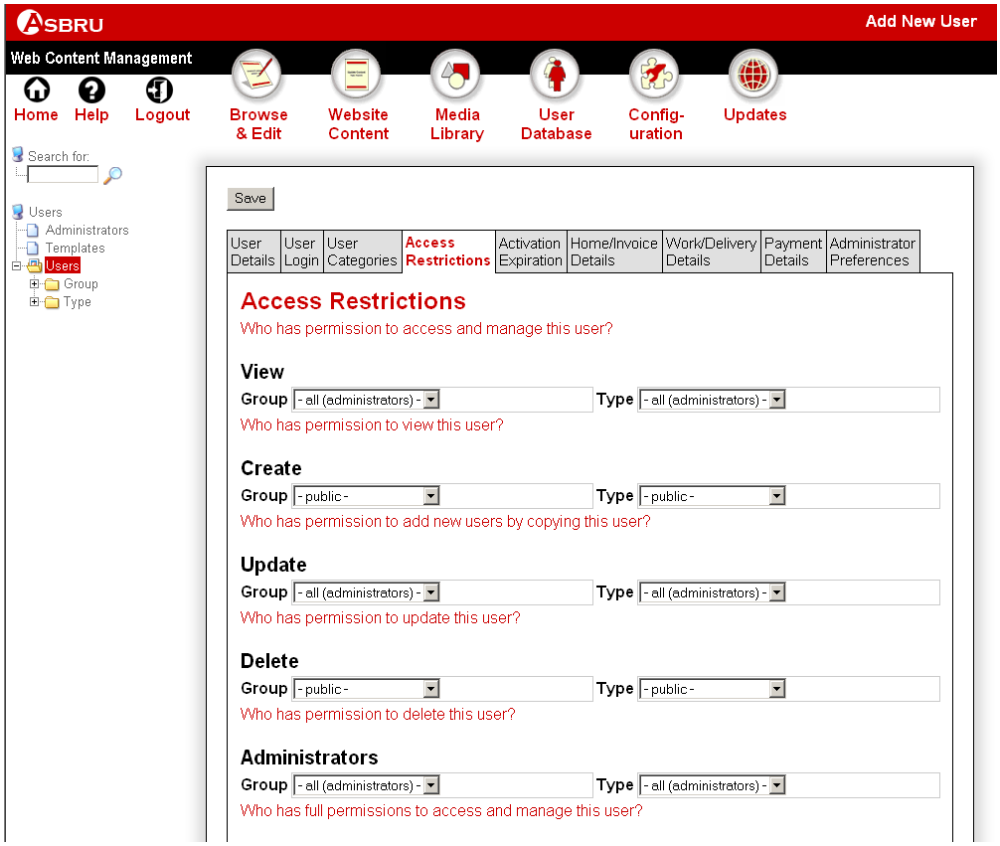
The User Registration creates new registered users by copying an existing user account in the user database.

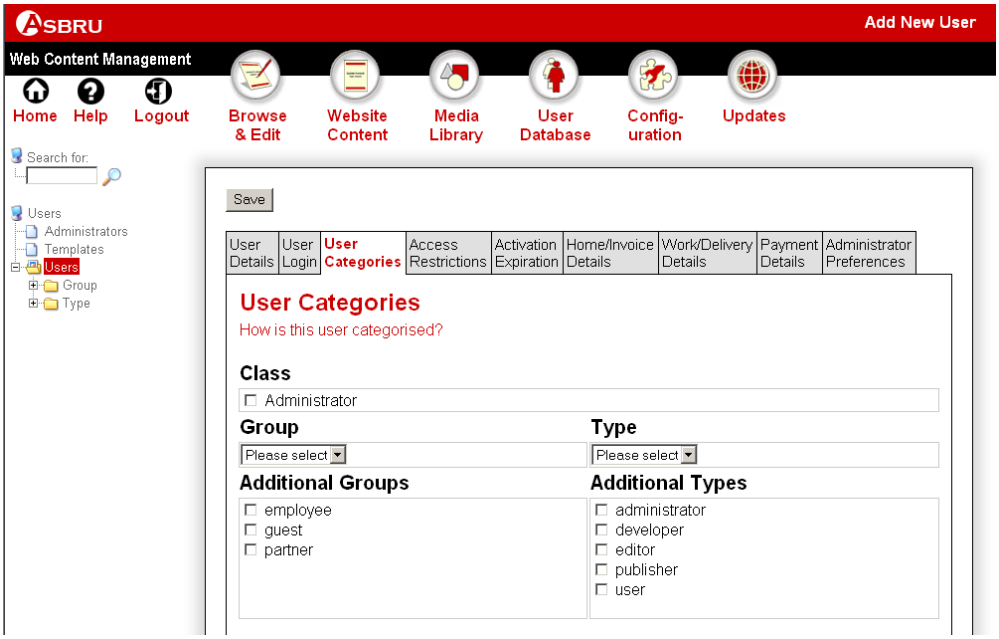
To create your own User Registration user you need to enable the User Database and Access Restrictions – Users and Administrators features. You may also want to enable the User Categories feature. Please see 3.9 User Database, 3.11 User Access Restrictions and 3.10 Organising Many Users and Multiple Groups and Types for details.

The Access Restrictions for the existing user account to be copied must be defined with the Create Group and Type as well as the Delete Group and Type set to "- public –". If these access restrictions are not set for the existing user account to be copied the user registration will fail and will not create any new registered user account.

The User Categories for the existing user account to be copied will be used for the new registered user account. You may want to create a number of different User Registration users for website visitors to choose between when they sign up as a registered user. You can define different User Categories for the different User Registration users and thus give registered

users access to different content and send different email newsletters etc. to different categories of registered users.





5.3.3 Personal Page Template page

Optionally, the User Registration may create a new personal page for new registered users by copying an existing content page.

To create your own Personal Page Template page you need to enable the Access Restrictions – Users and Administrators feature. Please see 3.11 User Access Restrictions for details.

The Access Restrictions for the existing content page to be copied must be defined with the Create Group and Type as well as the Delete Group and Type set to "- public –". If these access restrictions are not set for the existing content page to be copied the user registration will not create a personal page for new registered user accounts.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the personal page:

`@@@email@@@`	Defines where the new registered user's email address is to be inserted.
`@@@name@@@`	Defines where the new registered user's name is to be inserted.
`@@@username@@@`	Defines where the new registered user's username is to be inserted.
`@@@password@@@`	Defines where the new registered user's password is to be inserted.

5.3.4 User Registration Confirmation email

Optionally, the User Registration may send the registered user a confirmation email to confirm that they have successfully signed up as a registered user.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the User Registration Confirmation email page:

`@@@email@@@`	Defines where the new registered user's email address is to be inserted.
`@@@name@@@`	Defines where the new registered user's name is to be inserted.
`@@@username@@@`	Defines where the new registered user's username is to be inserted.
`@@@password@@@`	Defines where the new registered user's password is to be inserted.
`@@@personalpage@@@`	Defines where the web address for the new registered user's personal page is to be inserted.
`@@@personaladmin@@@`	Defines where the web address for the new registered user's personal administration page is to be inserted.

5.3.5 User Registration Notification email

Optionally, the User Registration may send the website administrators responsible for managing registered users a notification email to inform them that a new registered user has signed up.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the User Registration Notification email page:

`@@@email@@@`	Defines where the new registered user's email address is to be inserted.
`@@@name@@@`	Defines where the new registered user's name is to be inserted.
`@@@username@@@`	Defines where the new registered user's username is to be inserted.
`@@@password@@@`	Defines where the new registered user's password is to be inserted.
`@@@personalpage@@@`	Defines where the web address for the new registered user's personal page is to be inserted.
`@@@personaladmin@@@`	Defines where the web address for the new registered user's personal administration page is to be inserted.

5.3.6 User Registration Completed page

This content page is displayed when a website visitor has successfully signed up as a registered user.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the User Registration Completed page:

`@@@email@@@`	Defines where the new registered user's email address is to be inserted.

@@@name@@@	Defines where the new registered user's name is to be inserted.
@@@username@@@	Defines where the new registered user's username is to be inserted.
@@@password@@@	Defines where the new registered user's password is to be inserted.
@@@personalpage@@@	Defines where the web address for the new registered user's personal page is to be inserted.
@@@personaladmin@@@	Defines where the web address for the new registered user's personal administration page is to be inserted.

5.3.7 Website Configuration

To send the User Registration Confirmation email to registered users, the User Registration Confirmation email page must be configured as a Website Configuration – Special Page. Select the Configuration – System – Website menu links and then select the Special Pages tab on the Website Configuration administration page to configure the User Registration Confirmation page as the User Registration Confirmation Email.

To send the User Registration Notification email to website administrators responsible for managing registered users, the User Registration Notification email page must be configured as a Website Configuration – Special Page. Select the Configuration – System – Website menu links and then select the Special Pages tab on the Website Configuration administration page to configure the User Registration Notification page as the User Registration Notification Email.

5.4 Personal Page and Administration

User Registration may create a personal page for registered users. Registered users may use their personal page as a business card web page and to access personalised content.

Registered users may also access their personal page administration to update the content of their personal page, select their personal content preferences, and to update their personal details.

The default Personal Page application consists of a number of content pages:

- Personal Page
  Registered users' personal page to be used as a personal business card web page and to access personalised content.

- Personal Page Administration
  The content page that registered users access to update their personal page, select their personal content preferences, and to update their personal details.

- Personal Page Content
  The content page that registered users access to update the content of their personal page.

- Personal Page Preferences
  The content page that registered users access to select their personal content preferences.

- Personal Details
  The content page that registered users access to update their personal details.

Please see the following sections for details on the Personal Page content pages as well as for details on required Website Configuration for the Personal Page application.

5.4.1 Personal Page Template

The content page to be copied to create a personal page for new registered users. This content page defines the initial content of registered users' personal pages. Please see 5.3.3 Personal Page Template page for details.

5.4.2 Personal Page

The Personal Page content pages are created by the User Registration. Registered users and other website visitors can access registered users' personal pages using the web address "http://www.yourcompany.com/personal/?username" where "username" must be replaced with a registered user's username.

The Personal Page may contain the registered user's own content used as a personal business card web page as well as additional personalised content elements as selected by the registered user through the personal content preferences.

5.4.3 Personal Page Administration

The Personal Page Administration main page gives registered users access to other personal page administration pages as described in the following sections.

Registered users can access the Personal Page Administration using the web address "http://www.yourcompany.com/personal/admin.aspx". Access to the Personal Page Administration page requires login using the registered user's personal username and password.

Please note that the Personal Page Administration page and the other personal administration pages should be displayed using "/personal/admin.aspx?id=1" etc. instead of the normal "/page.aspx?id=1" used for normal web pages.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Personal Page Administration page:

`@@@personal_email@@@`	Defines where the registered user's email address is to be inserted.
`@@@personal_name@@@`	Defines where the registered user's name is to be inserted.
`@@@personal_username@@@`	Defines where the registered user's username is to be inserted.
`@@@personal_password@@@`	Defines where the registered user's password is to be inserted.
`@@@personal_organisation@@@`	Defines where the registered user's organisation is to be inserted.
`@@@personal_card_type@@@`	Defines where the registered user's card type is to be inserted.
`@@@personal_card_number@@@`	Defines where the registered user's card number is to be inserted.

@@@personal_card_issuedmonth@@@	Defines where the registered user's card issued month is to be inserted.
@@@personal_card_issuedyear@@@	Defines where the registered user's card issued year is to be inserted.
@@@personal_card_expirymonth@@@	Defines where the registered user's card expiry month is to be inserted.
@@@personal_card_expiryyear@@@	Defines where the registered user's card expiry year is to be inserted.
@@@personal_card_name@@@	Defines where the registered user's name on card is to be inserted.
@@@personal_card_cvc@@@	Defines where the registered user's card CVC numberis to be inserted.
@@@personal_card_issue@@@	Defines where the registered user's card issue number is to be inserted.
@@@personal_card_postalcode@@@	Defines where the registered user's card postalcode is to be inserted.
@@@personal_delivery_name@@@	Defines where the registered user's delivery/work name is to be inserted.
@@@personal_delivery_organisation@@@	Defines where the registered user's delivery/work organisation is to be inserted.
@@@personal_delivery_address@@@	Defines where the registered user's delivery/work address is to be inserted.
@@@personal_delivery_postalcode@@@	Defines where the registered user's delivery/work postalcode is to be inserted.
@@@personal_delivery_city@@@	Defines where the registered user's delivery/work city is to be inserted.
@@@personal_delivery_state@@@	Defines where the registered user's delivery/work state is to be inserted.
@@@personal_delivery_country@@@	Defines where the registered user's delivery/work country is to be inserted.
@@@personal_delivery_phone@@@	Defines where the registered user's delivery/work phone is to be inserted.
@@@personal_delivery_fax@@@	Defines where the registered user's delivery/work fax is to be inserted.
@@@personal_delivery_email@@@	Defines where the registered user's delivery/work email is to be inserted.
@@@personal_delivery_website@@@	Defines where the registered user's delivery/work website is to be inserted.
@@@personal_invoice_name@@@	Defines where the registered user's invoice/home name is to be inserted.
@@@personal_invoice_organisation@@@	Defines where the registered user's invoice/home organisation is to be inserted.
@@@personal_invoice_address@@@	Defines where the registered user's invoice/home address is to be

	inserted.
@@@personal_invoice_postalcode@@@	Defines where the registered user's invoice/home postalcode is to be inserted.
@@@personal_invoice_city@@@	Defines where the registered user's invoice/home city is to be inserted.
@@@personal_invoice_state@@@	Defines where the registered user's invoice/home state is to be inserted.
@@@personal_invoice_country@@@	Defines where the registered user's invoice/home country is to be inserted.
@@@personal_invoice_phone@@@	Defines where the registered user's invoice/home phone is to be inserted.
@@@personal_invoice_fax@@@	Defines where the registered user's invoice/home fax is to be inserted.
@@@personal_invoice_email@@@	Defines where the registered user's invoice/home email is to be inserted.
@@@personal_invoice_website@@@	Defines where the registered user's invoice/home website is to be inserted.

5.4.4 Personal Page Content

The Personal Page Content administration page gives registered users access update the content of their personal page.

Registered users can edit their personal page's title and primary content, and they can select which template and style sheet to use for their personal page.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Personal Page Content page:

@@@personal_email@@@	Defines where the registered user's email address is to be inserted.
@@@personal_name@@@	Defines where the registered user's name is to be inserted.
@@@personal_username@@@	Defines where the registered user's username is to be inserted.
@@@personal_password@@@	Defines where the registered user's password is to be inserted.
@@@personal_title@@@	Defines where the title of the registered user's personal page is to be inserted.
@@@personal_content@@@	Defines where the editable content of the registered user's personal page is to be inserted.
@@@personal_template_options@@@	Defines where the registered user's personal page template options are to be inserted. Alternatively, you may want to create the list of template options manually to limit the options to some of your templates. The FORM input name

	for this must be “template”.
@@@personal_stylesheet_options@@@	Defines where the registered user’s personal page style sheet options are to be inserted. Alternatively, you may want to create the list of style sheet options manually to limit the options to some of your style sheets. The FORM input name for this must be “stylesheet”.

The basic required and optional FORM fields are:

<FORM action=/personal/admin.aspx method=post>	Defines the beginning of the web page form. The Personal Page Content FORM data must be posted to the “/personal/admin.aspx” program.
<INPUT type=hidden name=contentclass value=page>	Defines a hidden input field that identifies the content as being a page.
<INPUT type=hidden name=publish value=yes>	Defines a hidden input field that causes the content to be published when it is saved.
<INPUT type=text name=title value=@@@personal_title@@@>	Defines a text input field for the personal page title.
<SELECT name=template> ..... </SELECT>	Defines a select list input field for selecting a personal page template. This input field is generated automatically by the @@@personal_template_options@@@ special code.
<SELECT name=stylesheet> ..... </SELECT>	Defines a select list input field for selecting a personal page style sheet. This input field is generated automatically by the @@@personal_stylesheet_options@@@ special code.
<TEXTAREA name=content> ..... </TEXTAREA>	Defines a text input field for the personal page content. This input field is generated automatically by the @@@personal_content@@@ special code.
<INPUT type=button value=Preview onClick=”doPreview(this.form)”>	Displays a button labelled Preview, which previews the personal page content.
<INPUT type=submit value=Save>	Displays a button labelled Save, which submits the entered data.
</FORM>	Defines the end of the web page form.

5.4.5 Personal Page Preferences

The Personal Page Preferences administration page gives registered users access to select their personal content preferences.

Registered users can select their preferred Additional Content page elements. The selected Additional Content page elements are used for the registered user’s personal page.

You can define which Additional Content page elements registered users have access to select themselves.

Registered users can edit their personal page's title and primary content, and they can select which template and style sheet to use for their personal page.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Personal Page Preferences page:

`@@@personal_email@@@`	Defines where the registered user's email address is to be inserted.
`@@@personal_name@@@`	Defines where the registered user's name is to be inserted.
`@@@personal_username@@@`	Defines where the registered user's username is to be inserted.
`@@@personal_password@@@`	Defines where the registered user's password is to be inserted.
`@@@personal_banner_options@@@`	Defines where the registered user's personal page "banner" element options are to be inserted. Alternatively, you may want to create the list of element options manually to limit the options to some of your elements. The FORM input name for this must be "personal_banner_content".
`@@@personal_logo_options@@@`	Defines where the registered user's personal page "logo" element options are to be inserted. Alternatively, you may want to create the list of element options manually to limit the options to some of your elements. The FORM input name for this must be "personal_logo_content".
`@@@personal_menu_options@@@`	Defines where the registered user's personal page "menu" element options are to be inserted. Alternatively, you may want to create the list of element options manually to limit the options to some of your elements. The FORM input name for this must be "personal_menu_content".
`@@@personal_news_options@@@`	Defines where the registered user's personal page "news" element options are to be inserted. Alternatively, you may want to create the list of element options manually to limit the options to some of your elements. The FORM input name for this must be "personal_news_content".
`@@@personal_toolbar_options@@@`	Defines where the registered user's personal page "toolbar" element options are to be inserted. Alternatively, you may want to create the list of element options manually to limit the options to some of your elements. The FORM input name for

	this must be “personal_toolbar_content”.
@@@personal_xxxxx_options@@@	Similarly, special codes can be used for any other content classes/elements that you may have defined. Simply replace “xxxxx” with your content class/element name to define where the registered user’s personal page element options for that content class/element are to be inserted. Alternatively, you may want to create the list of element options manually to limit the options to some of your elements. The FORM input name for this must be “personal_xxxxx_content” where “xxxxx” must be replaced with your content class/element name.

The basic required and optional FORM fields are:

<FORM action=/personal/admin.aspx method=post>	Defines the beginning of the web page form. The Personal Page Preferences FORM data must be posted to the “/personal/admin.aspx” program.
<INPUT type=hidden name=contentclass value=page>	Defines a hidden input field that identifies the content as being a page.
<INPUT type=hidden name=publish value=yes>	Defines a hidden input field that causes the content to be published when it is saved.
<SELECT name=personal_xxxxx_content> ..... </SELECT>	Defines a select list input field for selecting a personal page additional content element. This input field is generated automatically by the @@@personal_xxxxx_options@@@ special codes as described above.
<INPUT type=button value=Preview onClick=”doPreview(this.form)”>	Displays a button labelled Preview, which previews the personal page content.
<INPUT type=submit value=Save>	Displays a button labelled Save, which submits the entered data.
</FORM>	Defines the end of the web page form.

5.4.6 Personal Details

The Personal Details administration page gives registered users access to edit their registered personal details.

Registered users can edit their personal email address, name, username and password.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Personal Details page:

@@@personal_email@@@	Defines where the registered user’s email address is to be inserted.
@@@personal_name@@@	Defines where the registered user’s

	name is to be inserted.
@@@personal_username@@@	Defines where the registered user's username is to be inserted.
@@@personal_password@@@	Defines where the registered user's password is to be inserted.
@@@personal_organisation@@@	Defines where the registered user's organisation is to be inserted.
@@@personal_card_type@@@	Defines where the registered user's card type is to be inserted.
@@@personal_card_number@@@	Defines where the registered user's card number is to be inserted.
@@@personal_card_issuedmonth@@@	Defines where the registered user's card issued month is to be inserted.
@@@personal_card_issuedyear@@@	Defines where the registered user's card issued year is to be inserted.
@@@personal_card_expirymonth@@@	Defines where the registered user's card expiry month is to be inserted.
@@@personal_card_expiryyear@@@	Defines where the registered user's card expiry year is to be inserted.
@@@personal_card_name@@@	Defines where the registered user's name on card is to be inserted.
@@@personal_card_cvc@@@	Defines where the registered user's card CVC numberis to be inserted.
@@@personal_card_issue@@@	Defines where the registered user's card issue number is to be inserted.
@@@personal_card_postalcode@@@	Defines where the registered user's card postalcode is to be inserted.
@@@personal_delivery_name@@@	Defines where the registered user's delivery/work name is to be inserted.
@@@personal_delivery_organisation@@@	Defines where the registered user's delivery/work organisation is to be inserted.
@@@personal_delivery_address@@@	Defines where the registered user's delivery/work address is to be inserted.
@@@personal_delivery_postalcode@@@	Defines where the registered user's delivery/work postalcode is to be inserted.
@@@personal_delivery_city@@@	Defines where the registered user's delivery/work city is to be inserted.
@@@personal_delivery_state@@@	Defines where the registered user's delivery/work state is to be inserted.
@@@personal_delivery_country@@@	Defines where the registered user's delivery/work country is to be inserted.
@@@personal_delivery_phone@@@	Defines where the registered user's delivery/work phone is to be inserted.
@@@personal_delivery_fax@@@	Defines where the registered user's delivery/work fax is to be inserted.
@@@personal_delivery_email@@@	Defines where the registered user's

	delivery/work email is to be inserted.
@@@personal_delivery_website@@@	Defines where the registered user's delivery/work website is to be inserted.
@@@personal_invoice_name@@@	Defines where the registered user's invoice/home name is to be inserted.
@@@personal_invoice_organisation@@@	Defines where the registered user's invoice/home organisation is to be inserted.
@@@personal_invoice_address@@@	Defines where the registered user's invoice/home address is to be inserted.
@@@personal_invoice_postalcode@@@	Defines where the registered user's invoice/home postalcode is to be inserted.
@@@personal_invoice_city@@@	Defines where the registered user's invoice/home city is to be inserted.
@@@personal_invoice_state@@@	Defines where the registered user's invoice/home state is to be inserted.
@@@personal_invoice_country@@@	Defines where the registered user's invoice/home country is to be inserted.
@@@personal_invoice_phone@@@	Defines where the registered user's invoice/home phone is to be inserted.
@@@personal_invoice_fax@@@	Defines where the registered user's invoice/home fax is to be inserted.
@@@personal_invoice_email@@@	Defines where the registered user's invoice/home email is to be inserted.
@@@personal_invoice_website@@@	Defines where the registered user's invoice/home website is to be inserted.

The basic required and optional FORM fields are:

<FORM action=/personal/admin.aspx method=post>	Defines the beginning of the web page form. The Personal Details FORM data must be posted to the "/personal/admin.aspx" program.
<INPUT type=text name=email value=@@@personal_email@@@>	Defines a text input field for the personal email address.
<INPUT type=text name=name value=@@@personal_name@@@>	Defines a text input field for the personal name.
<INPUT type=text name=username value=@@@personal_username@@@>	Defines a text input field for the personal username.
<INPUT type=text name=password value=@@@personal_password@@@>	Defines a text input field for the personal password.

<INPUT type=text name=organisation value=@@@personal_organisation@@@>	Defines a text input field for the personal organisation name.
<INPUT type=text name=card_type value=@@@personal_card_type@@@>	Defines a text input field for the personal card type.
<INPUT type=text name=card_number value=@@@personal_card_number@@@>	Defines a text input field for the personal card number.
<INPUT type=text name=card_issuedmonth value=@@@personal_card_issuedmonth@@@>	Defines a text input field for the personal card issued month.
<INPUT type=text name=card_issuedyear value=@@@personal_card_issuedyear@@@>	Defines a text input field for the personal card issued year.
<INPUT type=text name=card_expirymonth value=@@@personal_card_expirymonth@@@>	Defines a text input field for the personal card expiry month.
<INPUT type=text name=card_expiryyear value=@@@personal_card_expiryyear@@@>	Defines a text input field for the personal card expiry year.
<INPUT type=text name=card_name value=@@@personal_card_name@@@>	Defines a text input field for the personal card name.
<INPUT type=text name=card_cvc value=@@@personal_card_cvc@@@>	Defines a text input field for the personal card CVC number.
<INPUT type=text name=card_issue value=@@@personal_card_issue@@@>	Defines a text input field for the personal card issue number.
<INPUT type=text name=card_postalcode value=@@@personal_card_postalcode@@@>	Defines a text input field for the personal card postalcode.
<INPUT type=text name=delivery_name value=@@@personal_delivery_name@@@>	Defines a text input field for the personal delivery/work name.
<INPUT type=text name=delivery_organisation value=@@@personal_delivery_organisation@@@>	Defines a text input field for the personal delivery/work organisation name.
<INPUT type=text name=delivery_address value=@@@personal_delivery_address@@@>	Defines a text input field for the personal delivery/work address.
<INPUT type=text name=delivery_postalcode value=@@@personal_delivery_postalcode@@@>	Defines a text input field for the personal delivery/work postalcode.
<INPUT type=text name=delivery_city value=@@@personal_delivery_city@@@>	Defines a text input field for the personal delivery/work city.
<INPUT type=text name=delivery_state value=@@@personal_delivery_state@@@>	Defines a text input field for the personal delivery/work state.

<INPUT type=text name=delivery_country value=@@@personal_delivery_country@@@>	Defines a text input field for the personal delivery/work country.
<INPUT type=text name=delivery_phone value=@@@personal_delivery_phone@@@>	Defines a text input field for the personal delivery/work phone number.
<INPUT type=text name=delivery_fax value=@@@personal_delivery_fax@@@>	Defines a text input field for the personal delivery/work fax number.
<INPUT type=text name=delivery_email value=@@@personal_delivery_email@@@>	Defines a text input field for the personal delivery/work email address.
<INPUT type=text name=delivery_website value=@@@personal_delivery_website@@@>	Defines a text input field for the personal delivery/work website address.
<INPUT type=text name=invoice_name value=@@@personal_invoice_name@@@>	Defines a text input field for the personal invoice/home name.
<INPUT type=text name=invoice_organisation value=@@@personal_invoice_organisation@@@>	Defines a text input field for the personal invoice/home organisation.
<INPUT type=text name=invoice_address value=@@@personal_invoice_address@@@>	Defines a text input field for the personal invoice/home address.
<INPUT type=text name=invoice_postalcode value=@@@personal_invoice_postalcode@@@>	Defines a text input field for the personal invoice/home postalcode.
<INPUT type=text name=invoice_city value=@@@personal_invoice_city@@@>	Defines a text input field for the personal invoice/home city.
<INPUT type=text name=invoice_state value=@@@personal_invoice_state@@@>	Defines a text input field for the personal invoice/home state.
<INPUT type=text name=invoice_country value=@@@personal_invoice_country@@@>	Defines a text input field for the personal invoice/home country.
<INPUT type=text name=invoice_phone value=@@@personal_invoice_phone@@@>	Defines a text input field for the personal invoice/home phone.
<INPUT type=text name=invoice_fax value=@@@personal_invoice_fax@@@>	Defines a text input field for the personal invoice/home fax.
<INPUT type=text name=invoice_email value=@@@personal_invoice_email@@@>	Defines a text input field for the personal invoice/home email address.
<INPUT type=text name=invoice_website	Defines a text input field

value=@@@personal_invoice_website@@@>	for the personal invoice/home website address.
<INPUT type=submit value=Save>	Displays a button labelled Save, which submits the entered data.
</FORM>	Defines the end of the web page form.

5.4.7 Website Configuration

To give registered users access to the Personal Page Administration, the Personal Page Administration page must be configured as a Website Configuration – Special Page. Select the Configuration – System – Website menu links and then select the Special Pages tab on the Website Configuration administration page to configure the Personal Page Administration page as the Default Personal Administration Page.

5.5 User Group/Type Subscriptions

Website administrators can assign registered users to the different user types/groups configured for the website. However, you may also want to add "subscribe" and "unsubscribe" links on your web pages and in your emails for users to manually subscribe to and unsubscribe from your user groups/types. For example, to subscribe to and to unsubscribe from user types/groups used for email newsletters etc.

To give registered users access to subscribe to and to unsubscribe from a user type/group, the user type/group access restrictions must be configured to allow subscriptions. The Community Add-On module adds additional Access Restrictions - Subscribe attributes to the Users Types and Users Groups configuration pages. Use these additional input fields to define which type/group of registered users has access to subscribe to and unsubscribe from the user type/group:

- None (“- none -“)
  Registered users cannot subscribe to and unsubscribe from this user type/group.

- Restricted (“- restricted -“)
  All registered users can subscribe to and unsubscribe from this user type/group. Users are required to login using their username and password to subscribe/unsubscribe.

- Specific Type/Group
  Only registered users of the selected user type/group have access to subscribe to and unsubscribe from this user type/group. Users are required to login using their username and password to subscribe/unsubscribe.

If both the User Types and User Groups User Categories features have been enabled, users must meet both access restrictions to subscribe/unsubscribe:

- If User Type is defined as Restricted and User Group is defined as a specific group, users must be of the specified group.

- If User Group is defined as Restricted and User Type is defined as a specific type, users must be of the specified type.

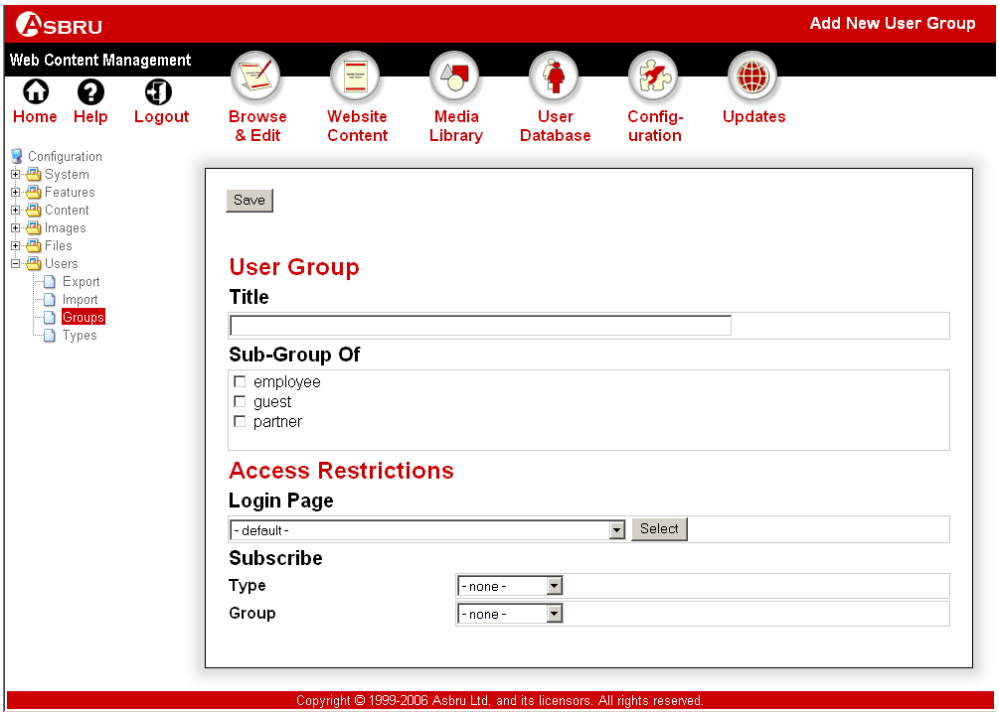
- If User Type is defined as a specific type and User Group is defined as a specific group, users must be of both the specified type and the specified group.

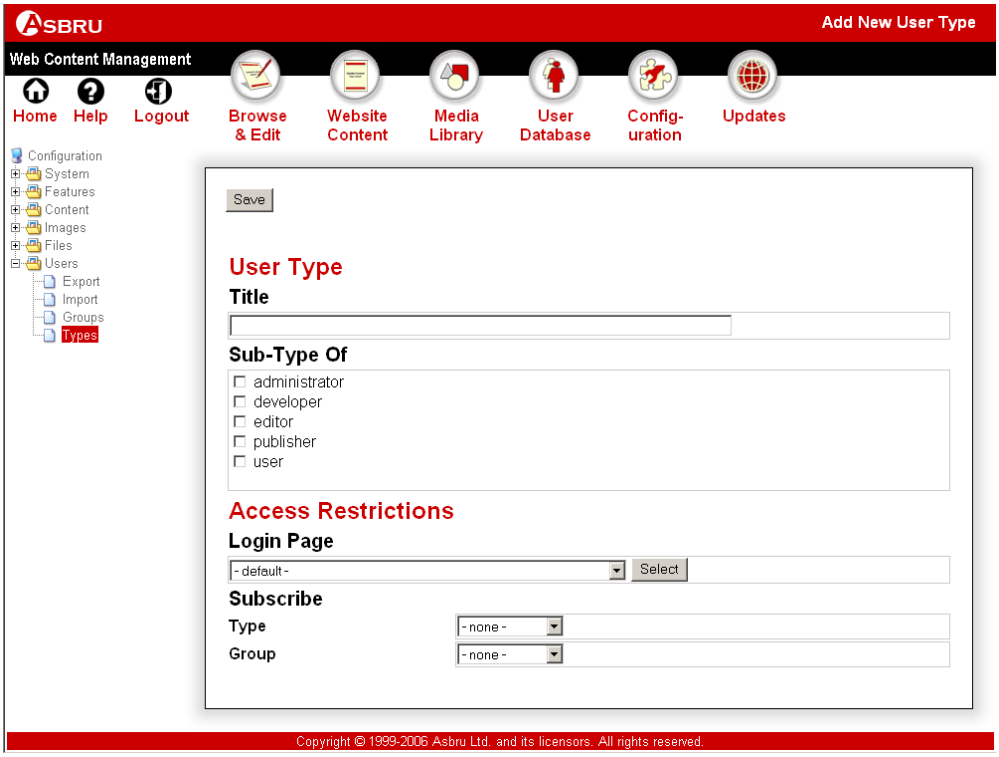
The Community Add-On module also adds additional User Groups and User Types sections to the web content editor Insert Hyperlink dialog window. Select the User Groups and User Types sections to list "subscribe to" and "unsubscribe from" links for the user groups/types with "subscribe" access restrictions.

As default users are redirected to the default website homepage after subscribing and unsubscribing. However, a "redirect" parameter can be added to subscribe and unsubscribe links to redirect users to another web page after subscribing and unsubscribing. For example:

/subscribe.aspx?usergroup=Newsletter&redirect=%2Fpage.php%3Fid%3D123

where "123" is the page id for the page to be displayed.





5.6 Email Newsletters and Messages

The Community Add-On module gives website administrators access to email newsletters and other messages to registered users and website administrators.

The User Database administration pages have an additional button at the bottom of the user listings to email the selected users. Whole user groups/types or individual users can easily be selected through the User Database administration menu items and the user listings. After selecting the users to be emailed, select the Email Selected button to proceed to the Send Email administration page.

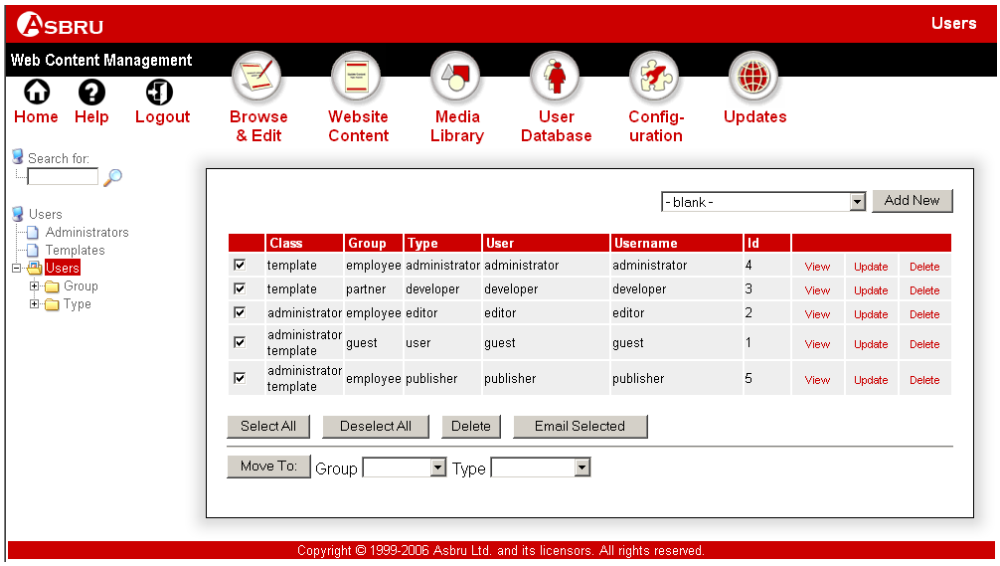
The Send Email administration page gives website administrators access to enter From, To, Cc and Bcc email addresses as well as the Subject and Content of the email message to be sent.

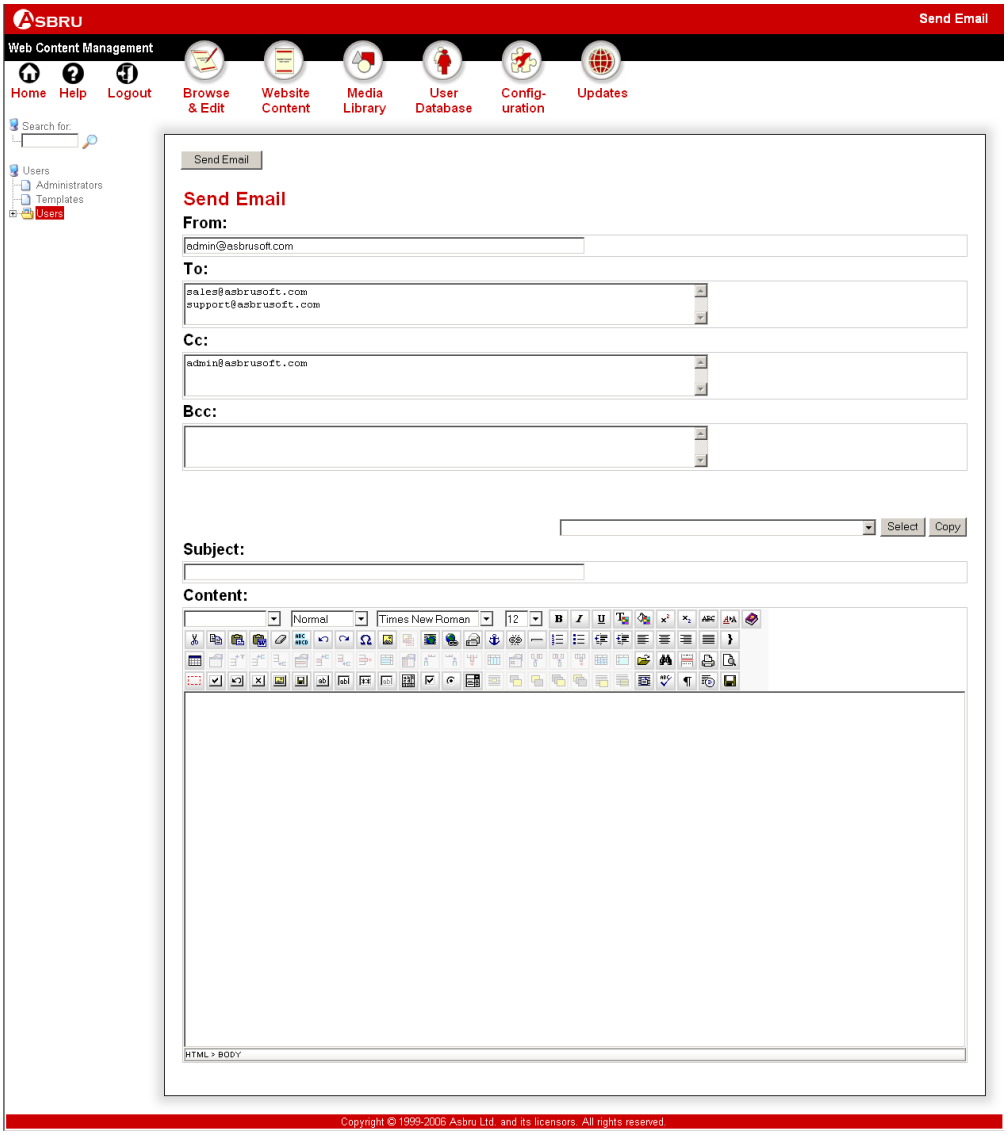
As default the From and To email addresses will be set to the email address configured as your Website – Contact Forms email address. The Cc email address will be set to the website administrator's own email address, and the Bcc email addresses will be set to selected users' email addresses.

A new email message can be entered from scratch using the Subject and Message input fields.

Alternatively, an existing content page may be copied and used as the email message by selecting an existing content page from the list of content pages and selecting Copy. This will replace the email message's Subject and Message input fields with the Title and Content of the selected content page.

This gives you easy access to email new, updated and requested content pages from your website to registered users and website administrators. Simply create your newsletters, press releases, special offers and campaign emails etc. as any other content in the web content management system before emailing it to selected users from the User Database administration pages. You can also create a number of content pages to be used as templates for standard email messages to be sent to registered users and website administrators regularly.





5.7 User Posted Content

Website visitors can be given access to post content to the website through special HTML FORM web pages. This functionality is used by the various website functionality modules included with the Asbru Web Content Management system – some of which are described in the following sections. This functionality can also be used to create your own web applications. Combined with @@@include:.....@@@ and @@@list:.....@@@ special codes etc. it is possible to create quite advanced web applications without any "real" programming. The basic required and optional FORM fields are:

`<FORM action=/post.aspx?id=123 method=post>`	Defines the beginning of the web page form. The FORM data must be posted to the "/post.aspx" program.

	The “id=123” parameter must be the id of an existing content item which will be copied to create a new content item for user posted content. The given content item must exist, and the website visitor must have “create” access permissions for the given content item – otherwise, the posted content will simply be ignored.
`<INPUT type=text name=subject>`	Defines a text input field named “subject”.

`<textarea name=message>`
`.....`
`</textarea>`
	Defines a text input field named “message”.

`<INPUT type=hidden name=publish value=yes>`	Defines that the new user posted content item should be published automatically. The website visitor must have “publish” access permissions for the given existing content item (above) – or the new user posted content item will not be published.
`<INPUT type=hidden name=ready_to_publish value=yes>`	Defines that an email notification should be sent to the website administrators who are responsible for managing the user posted content.
`<INPUT type=hidden name=email_template value=456>`	Defines which content page to use for the email notification to be sent to the website administrators who are responsible for managing the user posted content. The parameter “value=456” must be the id of the Weblog – Comment Posted: content page.
`<INPUT type=hidden name=redirect value=/page.aspx?id=789>`	Defines that the given content page should be displayed again after the new user posted content has been posted. If the redirect value URL ends with a “=” then the created content item’s id will automatically be appended to the URL. For example:

	"name=redirect value=/page.aspx?id=" would display the new user posted content item.
<INPUT type=submit value=Post>	Displays a button labelled Post, which submits the entered data.
</FORM>	Defines the end of the web page form.

When such a user posted content HTML FORM is posted the web content management system will replace special codes in the copied existing content item with the data entered into the correspondingly named HTML FORM inpu fields. For example, "@@@subject@@@" and "@@@message@@@" special codes in the copied existing content item's "Title" and "Content" attributes etc. will be replaced with what the user entered into the HTML FORM input fields named "subject" and "message".

Optionally, website visitors can be given access to upload files to the website as "attachments" to the new user posted content item:

<INPUT type=file name=ATTRIBUTENAME>	Defines that the website visitor can select a file from their local computer and upload it to your website in a file upload input field named "ATTRIBUTENAME". If the uploaded file is in one of your configured valid image formats or file formats, then the uploaded file will be added as a new "image" or "file"content item in the Media Library, and your special content database attribute/field will be set to that content item. The new user posted "image"/"file" content item's Content Relations – Page Up attribute will point to the "main" user posted content item described above. This way the "main" user posted content item and any eventual user posted "image"/"file" content items can be linked with "@@@list:.....@@@" special codes etc. If the file upload input field name ("ATTRIBUTENAME") is "image1", "image2", "image3", "file1", "file2" or "file3" then "main" user posted content item's corresponding Additional Content – Image 1 / Image 2 / Image 3 / File 1 / File 2 / File 3 attribute will also point to the new user posted "image"/"file" content item.
<INPUT type=hidden name=ATTRIBUTENAME_id	Defines that the new content item added for the uploaded file should be created as a

value=”12345”>	copy of the existing content item with id “12345”. Please note that this input field is required and the given content item must exist, and the website visitor must have “create” access permissions and optionally “publish” access permissions for the given content item – otherwise, the uploaded file will simply be ignored.
<INPUT type=text name=ATTRIBUTENAME_title value=””>	Defines an input field for the website visitor to enter a title for the uploaded file. This input field is optional. If this input field is not used or the website visitor does not enter a title then the content item title will be the uploaded file’s name.

5.8 Guestbook

The Guestbook application gives your website visitors access to leave feedback for you and other website visitors by posting a message to your guestbook.

Website visitors have access to view your guestbook, which consists of a number of entries posted by your website visitors. The entries are displayed in reverse chronological order.

Website visitors also have access to post their own new entries using a simple guestbook form where a subject and message can be entered. Optionally, website visitors can also leave their contact details.

The default Guestbook application consists of a number of content pages:

- Guestbook
  The main guestbook content page, which website visitors visit to view your guestbook.

- Guestbook – List Entry
  The special content page that is used to display each of the guestbook entries. Changes to this special content page will apply to all guestbook entries.

- Guestbook – Add Entry
  The content page that contains the form for website visitors to post their own entries to your guestbook.

- Guestbook – Entry
  The content page that is copied to create a new guestbook entry when website visitors post a new entry to your guestbook.

- Guestbook – Message Posted:
  The content page that is emailed to the website administrators who are responsible for managing the guestbook.

Please see the following sections for details on the Guestbook content pages.

5.8.1 Guestbook

The main guestbook content page, which website visitors visit to view your guestbook message.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Guestbook page:

`/page.aspx?id=3&top=@@@id@@@`	Defines special link to the Guestbook - Add Entry content page. The "id=3" parameter must be the id of the Guestbook – Add Entry content page. The "top=@@@id@@@" parameter defines that a new entry should be added to the Guestbook page on which this special link is included.
`@@@list:entry=2:order=created desc:top=@@@id@@@@@@`	Defines where the list of guestbook messages are to be inserted. The "entry=2" parameter must be the id of the Guestbook – List Entry content page and defines that this should be used to display each guestbook message. The "order=created desc" parameter defines that the guestbook entries should be listed in reverse chronological order. The "top=@@@id@@@" parameter defines to only list guestbook entries that have been posted to the Guestbook page on which this special code is included.

5.8.2 Guestbook – List Entry

The special content page that is used to display each of the guestbook entries. Changes to this special content page will apply to all guestbook entries.

As default the content of this special content page simply consists of the special code "@@@content@@@", which displays each guestbook entry's content as it has been posted without further formatting.

5.8.3 Guestbook – Add Entry

The content page that contains the form for website visitors to post their messages to your guestbook.

The basic required and optional FORM fields are:

`<FORM action=/post.aspx?id=4 method=post>`	Defines the beginning of the web page form. The Guestbook FORM data must be posted to the "/post.aspx" program. The "id=4" parameter must be the id of the Guestbook – Entry content page to be copied for the new guestbook entry.
`<INPUT type=hidden name=page_top value=###top###>`	Defines which Guestbook content page the new guestbook entry should be posted to.

<INPUT type=hidden name=publish value=yes>	Defines that the new guestbook entry should be published automatically.
<INPUT type=hidden name=ready_to_publish value=yes>	Defines that an email notification should be sent to the website administrators who are responsible for managing the guestbook.
<INPUT type=hidden name=email_template value=5>	Defines which content page to use for the email notification to be sent to the website administrators who are responsible for managing the guestbook The parameter "value=5" must be the id of the Guestbook – Message Posted: content page.
<INPUT type=hidden name=redirect value=/page.aspx?id=###top###>	Defines that the Guestbook content page should be displayed after the new guestbook entry has been posted.
<INPUT type=text name=title>	Defines a text input field for the guestbook entry subject.
<textarea name=content> ..... </textarea>	Defines a text input field for the guestbook entry content.
<INPUT type=text name=name>	Defines a text input field for the website visitor's name.
<INPUT type=text name=company>	Defines a text input field for the website visitor's company/location.
<INPUT type=text name=website>	Defines a text input field for the website visitor's website address.
<INPUT type=text name=email>	Defines a text input field for the website visitor's email address.
<INPUT type=submit value=Send>	Displays a button labelled Send, which submits the entered data.
</FORM>	Defines the end of the web page form.

5.8.4 Guestbook – Entry

The content page that is copied to create a new guestbook entry when website visitors post a new entry to your guestbook.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Guestbook - Entry page:

@@@title@@@	Defines where the guestbook entry's title is to be inserted.
@@@content@@@	Defines where the guestbook entry's content is to be inserted.
@@@created@@@	Defines where the guestbook entry's created by date/time is to be inserted.
@@@name@@@	Defines where the website visitor's name is to be inserted.
@@@company@@@	Defines where the website visitor's company/location is to be inserted.
@@@email@@@	Defines where the website visitor's email is

	to be inserted.
`@@@website@@@`	Defines where the website visitor's website is to be inserted.

5.8.5 Guestbook – Message Posted:

The content page that is emailed to the website administrators who are responsible for managing the guestbook.

5.9 Weblog

The Weblog application give you access to post news, diary entries and topics, which your website visitors can give you feedback on.

Website visitors have access to view your weblog, which consists of a number of entries posted by you. The entries are displayed in reverse chronological order.

Website visitors also have access to post their own comments to your entries using a simple weblog form where a subject and message can be entered. Optionally, website visitors can also leave their contact details.

The default Weblog application consists of a number of content pages:

- Weblog
  The main weblog content page, which website visitors visit to view your weblog entries.

- Weblog – List Entry
  The special content page that is used to display each of the weblog entries. Changes to this special content page will apply to all weblog entries.

- Weblog – Entry
  The initial weblog entry content page that you update/copy to create new weblog entries through the web content management system.

- Weblog – Comments
  The content page that displays comments posted to your weblog entries. The content page also contains the form for website visitors to post their own comments to your weblog entries.

- Weblog – List Comment
  The special content page that is used to display each of the weblog entry comments. Changes to this special content page will apply to all weblog entry comments.

- Weblog – Comment
  The content page that is copied to create a new weblog comment when website visitors post a new comment to your weblog entries.

- Weblog – Comment Posted:
  The content page that is emailed to the website administrators who are responsible for managing the weblog.

- Weblog – News:
  The "news" content element that is used for the weblog content pages. The "news" content element lists the latest weblog entries and comments posted as well as links to your weblog archive.

- Weblog – List Entry Title
  The special content page that is used to display weblog entry titles.

- Weblog – List Comment Title
  The special content page that is used to display weblog entry comment titles.

- Weblog - Archive
  The content page that displays all weblog entries for a given period.

Please see the following sections for details on the Weblog content pages.

5.9.1 Weblog

The main weblog content page, which website visitors visit to view your weblog entries.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Weblog page:

`@@@list:entry=2:order=created desc:limit=10:up=@@@id@@@@@@`	Defines where the list of weblog entries is to be inserted. The "entry=2" parameter must be the id of the Weblog – List Entry content page and defines that this should be used to display each weblog entry. The "order=created desc" parameter defines that the weblog entries should be listed in reverse chronological order. The "limit=10" parameter defines that only the 10 latest weblog entries should be listed. The "up=@@@id@@@" parameter defines to only list weblog entries that have been posted to the Weblog page on which this special code is included.

5.9.2 Weblog – List Entry

The special content page that is used to display each of the weblog entries. Changes to this special content page will apply to all weblog entries.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Weblog page:

`@@@title@@@`	Defines where the weblog entry's title is to

	be inserted.
`@@@content@@@`	Defines where the weblog entry's content is to be inserted.
`@@@created@@@`	Defines where the weblog entry's created by date/time is to be inserted.
`@@@count:up=@@@id@@@@@@`	Defines where the number of weblog entry comments posted for the weblog entry is to be inserted.
`/page.aspx?id=4&up=@@@id@@@`	Defines special link to the Weblog - Comments content page. The "id=4" parameter must be the id of the Weblog - Comments content page. The "up=@@@id@@@" parameter defines that the comments for the listed weblog entry should be displayed.

5.9.3 Weblog – Entry

The content page that is updated/copied by website administrators through the web content management system to create a new weblog entry.

The Weblog – Entry content page's Page Relations (Please see 3.19 Content Relations for details) must be defined as:

- Page Top
  Must be set to the Weblog content page.

- Page Up
  Must be set to the Weblog content page.

5.9.4 Weblog – Comments

The content page that displays comments posted to your weblog entries. The content page also contains the form for website visitors to post their own comments to your weblog entries.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Weblog - Comments page:

`@@@include:###up###.title@@@`	Defines where the weblog entry's title is to be inserted.
`@@@include:###up###.content@@@`	Defines where the weblog entry's content is to be inserted.
`@@@list:entry=5:order=created :up=###up###@@@`	Defines where the list of weblog entry comments is to be inserted. The "entry=5" parameter must be the id of the Weblog – List Comment content page and defines that this should be used to display each weblog entry comment. The "order=created" parameter defines that the weblog entry comments should be listed in chronological order. The "up=###up###" parameter defines to

	only list weblog entry comments posted to the displayed weblog entry.
/page.aspx?id= @@@include:###up###.page_top@@@	Defines special link back to the Weblog content page for the displayed weblog entry.

The basic required and optional FORM fields are:

<FORM action=/post.aspx?id=6 method=post>	Defines the beginning of the web page form. The FORM data must be posted to the "/post.aspx" program. The "id=6" parameter must be the id of the Weblog – Comment content page to be copied for the new weblog entry comment.
<INPUT type=hidden name=page_top value=@@@include:###up###.page_top@@@>	Defines which weblog content page the new weblog entry comment should be posted to.
<INPUT type=hidden name=page_up value=###up###>	Defines which weblog entry content page the new weblog entry comment should be posted to.
<INPUT type=hidden name=publish value=yes>	Defines that the new weblog entry comment should be published automatically.
<INPUT type=hidden name=ready_to_publish value=yes>	Defines that an email notification should be sent to the website administrators who are responsible for managing the weblog.
<INPUT type=hidden name=email_template value=7>	Defines which content page to use for the email notification to be sent to the website administrators who are responsible for managing the weblog The parameter "value=7" must be the id of the Weblog – Comment Posted: content page.
<INPUT type=hidden name=redirect value=/page.aspx?id=@@@id@@@&up=###up###>	Defines that the Weblog - Comments content page should be displayed again after the new weblog entry comment has been posted. If the redirect value URL ends with a "=" then the

	created content item's id will automatically be appended to the URL.
<INPUT type=text name=title>	Defines a text input field for the weblog message subject.
<textarea name=content> ..... </textarea>	Defines a text input field for the weblog message content.
<INPUT type=text name=name>	Defines a text input field for the website visitor's name.
<INPUT type=text name=company>	Defines a text input field for the website visitor's company/location.
<INPUT type=text name=website>	Defines a text input field for the website visitor's website address.
<INPUT type=text name=email>	Defines a text input field for the website visitor's email address.
<INPUT type=submit value=Post>	Displays a button labelled Post, which submits the entered data.
</FORM>	Defines the end of the web page form.

5.9.5 Weblog – List Comment

The special content page that is used to display each of the weblog entry comments. Changes to this special content page will apply to all weblog entry comments.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Weblog – List Comment page:

@@@title@@@	Defines where the weblog entry comment's title is to be inserted.
@@@content@@@	Defines where the weblog entry comment's content is to be inserted.
@@@created@@@	Defines where the weblog entry comment's created by date/time is to be inserted.

5.9.6 Weblog – Comment

The content page that is copied to create a new weblog entry comment when website visitors post a new comment to your weblog entries.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Weblog - Comment page:

@@@title@@@	Defines where the weblog entry comment's title is to be inserted.
@@@content@@@	Defines where the weblog entry comment's content is to be inserted.

@@@created@@@	Defines where the weblog entry comment's created by date/time is to be inserted.
@@@name@@@	Defines where the website visitor's name is to be inserted.
@@@company@@@	Defines where the website visitor's company/location is to be inserted.
@@@email@@@	Defines where the website visitor's email is to be inserted.
@@@website@@@	Defines where the website visitor's website is to be inserted.

5.9.7 Weblog – Comment Posted:

The content page that is emailed to the website administrators who are responsible for managing the weblog.

5.9.8 Weblog – News

The "news" content element that is used for the weblog content pages. The "news" content element lists the latest weblog entries and comments posted as well as links to your weblog archive.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Weblog – News element:

@@@list:top=1:up=1:entry=9 :limit=5:order=created desc@@@	Defines where the list of weblog entry titles is to be inserted. The "top=1" and "up=1" parameters define to only list weblog entries. These must be the id of the Weblog content page. The "entry=9" parameter must be the id of the Weblog – List Entry Title content page and defines that this should be used to display each weblog entry title. The "limit=5" parameter defines that only the 5 latest weblog entries should be listed. The "order=created desc" parameter defines that the weblog entry comments should be listed in reverse chronological order.
@@@list:top=1:up!=1:entry=10 :limit=5:order=created desc@@@	Defines where the list of weblog entry comment titles is to be inserted. The "top=1" and "up!=1" parameters define to only list weblog entry comments. These must be the id of the Weblog content page. The "entry=10" parameter must be the id of the Weblog – List Comment Title content page and defines that this should be used to display each weblog entry comment title. The "limit=5" parameter defines that only the 5 latest weblog entries should be listed. The "order=created desc" parameter defines that the weblog entry comments should be

	listed in reverse chronological order.
/page.php?id=11&created=____-01	Defines special link to the Weblog - Archive content page for all weblog entries posted in January to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-02	Defines special link to the Weblog - Archive content page for all weblog entries posted in February to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-03	Defines special link to the Weblog - Archive content page for all weblog entries posted in March to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-04	Defines special link to the Weblog - Archive content page for all weblog entries posted in April to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-05	Defines special link to the Weblog - Archive content page for all weblog entries posted in May to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-06	Defines special link to the Weblog - Archive content page for all weblog entries posted in Juni to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-07	Defines special link to the Weblog - Archive content page for all weblog entries posted in July to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-08	Defines special link to the Weblog - Archive content page for all weblog entries posted in August to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-09	Defines special link to the Weblog - Archive content page for all weblog entries posted in September to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-10	Defines special link to the Weblog - Archive content page for all weblog entries posted in October to be displayed.

	The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-11	Defines special link to the Weblog - Archive content page for all weblog entries posted in November to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.
/page.php?id=11&created=____-12	Defines special link to the Weblog - Archive content page for all weblog entries posted in December to be displayed. The “id=11” parameter must be the id of the Weblog – Archive content page.

5.9.9 Weblog – List Entry Title

The special content page that is used to display weblog entry titles.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Weblog – List Entry Title page:

@@@title@@@	Defines where the weblog entry comment’s title is to be inserted.
@@@created@@@	Defines where the weblog entry comment’s created by date/time is to be inserted.
/page.aspx?id=4&up=@@@id@@@	Defines special link to the Weblog - Comments content page. The “id=4” parameter must be the id of the Weblog - Comments content page. The “up=@@@id@@@” parameter defines that the weblog entry for the displayed weblog entry title should be displayed.

5.9.10 Weblog – List Comment Title

The special content page that is used to display weblog entry comment titles.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Weblog – List Comment Title page:

@@@title@@@	Defines where the weblog entry comment’s title is to be inserted.
@@@created@@@	Defines where the weblog entry comment’s created by date/time is to be inserted.
/page.aspx?id=4&up=@@@page_up@@@	Defines special link to the Weblog - Comments content page. The “id=4” parameter must be the id of the Weblog - Comments content page. The “up=@@@page_up@@@” parameter defines that the weblog entry for the displayed weblog entry comment title

	should be displayed.

5.10 Message Board

The Message Board application give you access to create topics for which your website visitors can post comments, questions and suggestions.

Website visitors have access to view your message board, which consists of a number of topics created by you. The topics are displayed in alphabetical order.

Website visitors also have access to post their own messages to your message board using a simple form where a subject and message can be entered. Optionally, website visitors can also leave their contact details.

The default Message Board application consists of a number of content pages:

- Message Board
  The main message board content page, which website visitors visit to view your message board topics.

- Message Board – List Topic
  The special content page that is used to display each of the message board topics. Changes to this special content page will apply to all message board topics.

- Message Board – Topic
  The initial message board topic content page that you update/copy to create new message board topics through the web content management system.

- Message Board – Messages
  The content page that displays messages posted to your message board topics. The content page also contains the form for website visitors to post their own messages to your message board topics.

- Message Board – List Message
  The special content page that is used to display each of the message board messages. Changes to this special content page will apply to all message board messages.

- Message Board – Comment
  The content page that is copied to create a new message board message when website visitors post a new message to your message board topics.

- Message Board – Comment Posted:
  The content page that is emailed to the website administrators who are responsible for managing the message board.

Please see the following sections for details on the Message Board content pages.

5.10.1 Message Board

The main message board content page, which website visitors visit to view your message board topics.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Message Board page:

`@@@list:entry=2:order=title :top=@@@id@@@@@@`	Defines where the list of weblog entries is to be inserted. The "entry=2" parameter must be the id of the Message Board – List Topic content page and defines that this should be used to display each message board topic. The "order=title" parameter defines that the message board topics should be listed in alphabetical order. The "top=@@@id@@@" parameter defines to list message board topics that have been created for the Message Board page on which this special code is included.

5.10.2 Message Board – List Topic

The special content page that is used to display each of the message board topics. Changes to this special content page will apply to all message board topics.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Message Board – List Topic page:

`@@@title@@@`	Defines where the message board topic's title is to be inserted.
`@@@content@@@`	Defines where the message board topic's content is to be inserted.
`@@@created@@@`	Defines where the message board topic's created by date/time is to be inserted.
`@@@count:top=@@@id@@@@@@`	Defines where the number of message board messages posted for the message board topic is to be inserted.
`/page.aspx?id=4&top=@@@id@@@`	Defines special link to the Message Board - Messages content page. The "id=4" parameter must be the id of the Message Board - Messages content page. The "top=@@@id@@@" parameter defines that the messages for the listed message board topic should be displayed.

5.10.3 Message Board - Topic

The content page that is updated/copied by website administrators through the web content management system to create a new message board topic.

The Message Board - Topic content page's Page Relations (Please see 3.19 Content Relations for details) must be defined as:

- Page Top
  Must be set to the Message Board content page.

5.10.4 Message Board - Messages

The content page that displays messages posted to your message board topics. The content page also contains the form for website visitors to post their own messages to your message board topics.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Message Board - Messages page:

`@@@include:###top###.title@@@`	Defines where the message board topic's title is to be inserted.
`@@@include:###top###.content@@@`	Defines where the message board topic's content is to be inserted.
`@@@list:entry=5:order=created :top=###top###@@@`	Defines where the list of message board messages is to be inserted. The "entry=5" parameter must be the id of the Message Board – List Message content page and defines that this should be used to display each message board message. The "order=created" parameter defines that the message board messages should be listed in chronological order. The "top=###top###" parameter defines to only list message board messages posted to the displayed message board topic.
`/page.aspx?id= @@@include:###top###.page_top@@@`	Defines special link back to the Message Board content page for the displayed message board topic.

The basic required and optional FORM fields are:

`<FORM action=/post.aspx?id=6 method=post>`	Defines the beginning of the web page form. The FORM data must be posted to the "/post.aspx" program. The "id=6" parameter must be the id of the Message Board - Message content page to be copied for the new message board message.
`<INPUT type=hidden name=page_top value=###top###>`	Defines which message board topic content page the new message board message should be posted to.
`<INPUT type=hidden name=publish value=yes>`	Defines that the new message board message should be published automatically.
`<INPUT type=hidden name=ready_to_publish value=yes>`	Defines that an email notification should be sent to the website administrators who are responsible for managing the message board.
`<INPUT type=hidden name=email_template value=7>`	Defines which content page to use for the email notification to be sent to the website administrators who are

	responsible for managing the message board. The parameter "value=7" must be the id of the Message Board – Comment Posted: content page.
<INPUT type=hidden name=redirect value=/page.aspx?id=@@@id@@@ &top=###top###>	Defines that the Message Board - Messages content page should be displayed again after the new message board message has been posted. If the redirect value URL ends with a "=" then the created content item's id will automatically be appended to the URL.
<INPUT type=text name=title>	Defines a text input field for the message board message subject.
<textarea name=content> ..... </textarea>	Defines a text input field for the message board message content.
<INPUT type=text name=name>	Defines a text input field for the website visitor's name.
<INPUT type=text name=company>	Defines a text input field for the website visitor's company/location.
<INPUT type=text name=website>	Defines a text input field for the website visitor's website address.
<INPUT type=text name=email>	Defines a text input field for the website visitor's email address.
<INPUT type=submit value=Post>	Displays a button labelled Post, which submits the entered data.
</FORM>	Defines the end of the web page form.

5.10.5 Message Board – List Message

The special content page that is used to display each of the message board messages. Changes to this special content page will apply to all message board messages.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Message Board – List Message page:

@@@title@@@	Defines where the message board message's title is to be inserted.
@@@content@@@	Defines where the message board message's content is to be inserted.
@@@created@@@	Defines where the message board message's created by date/time is to be inserted.

5.10.6 Message Board – Message

The content page that is copied to create a new message board message when website visitors post a new message to your message board topics.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Message Board - Message page:

`@@@title@@@`	Defines where the message board message's title is to be inserted.
`@@@content@@@`	Defines where the message board message's content is to be inserted.
`@@@created@@@`	Defines where the message board message's created by date/time is to be inserted.
`@@@name@@@`	Defines where the website visitor's name is to be inserted.
`@@@company@@@`	Defines where the website visitor's company/location is to be inserted.
`@@@email@@@`	Defines where the website visitor's email is to be inserted.
`@@@website@@@`	Defines where the website visitor's website is to be inserted.

5.10.7 Message Board – Comment Posted:

The content page that is emailed to the website administrators who are responsible for managing the message board.

5.11 Discussion Forum

The Discussion Forum application give you access to create topics for which your website visitors can post messages and enter into discussions.

Website visitors have access to view your discussion forum, which consists of a number of topics created by you. The topics are displayed in alphabetical order.

Website visitors also have access to post their own messages to your discussion forum using a simple form where a subject and message can be entered. Optionally, website visitors can also leave their contact details.

The default Discussion Forum application consists of a number of content pages:

- Discussion Forum
  The main discussion forum content page, which website visitors visit to view your discussion forum topics.

- Discussion Forum – List Topic
  The special content page that is used to display each of the discussion forum topics. Changes to this special content page will apply to all discussion forum topics.

- Discussion Forum – Topic
  The initial discussion forum topic content page that you update/copy to create new discussion forum topics through the web content management system.

- Discussion Forum – Messages
  The content page that displays messages posted to your discussion forum topics. The content page also contains the form for website visitors to post their own messages to your discussion forum topics.

- Discussion Forum – List Message
  The special content page that is used to display each of the discussion forum messages. Changes to this special content page will apply to all discussion forum messages.

- Discussion Forum – Message
  The content page that is copied to create a new discussion forum message when website visitors post a new message to your discussion forum topics.

- Discussion Forum – Message Posted:
  The content page that is emailed to the website administrators who are responsible for managing the discussion forum.

- Discussion Forum – Post Comment
  The content page that contains the form for website visitors to post their own messages in reply to other messages posted to your discussion forum topics.

Please see the following sections for details on the Discussion Forum content pages.

5.11.1 Discussion Forum

The main discussion forum content page, which website visitors visit to view your discussion forum topics.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Discussion Forum page:

`@@@list:entry=2:order=title :top=@@@id@@@@@@`	Defines where the list of weblog entries is to be inserted. The "entry=2" parameter must be the id of the Discussion Forum – List Topic content page and defines that this should be used to display each discussion forum topic. The "order=title" parameter defines that the discussion forum topics should be listed in alphabetical order. The "top=@@@id@@@" parameter defines to list message board topics that have been created for the Discussion Forum page on which this special code is included.

5.11.2 Discussion Forum – List Topic

The special content page that is used to display each of the discussion forum topics. Changes to this special content page will apply to all discussion forum topics.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Discussion Forum – List Topic page:

`@@@title@@@`	Defines where the discussion forum topic's title is to be inserted.
`@@@content@@@`	Defines where the discussion forum topic's content is to be inserted.
`@@@created@@@`	Defines where the discussion forum topic's created by date/time is to be inserted.
`@@@count:top=@@@id@@@@@@`	Defines where the number of discussion forum messages posted for the discussion forum topic is to be inserted.
`/page.aspx?id=4&top=@@@id@@@`	Defines special link to the Discussion Forum - Messages content page. The "id=4" parameter must be the id of the Discussion Forum - Messages content page. The "top=@@@id@@@" parameter defines that the messages for the listed discussion forum topic should be displayed.

5.11.3 Discussion Forum - Topic

The content page that is updated/copied by website administrators through the web content management system to create a new discussion forum topic.

The Discussion Forum - Topic content page's Page Relations (Please see 3.19 Content Relations for details) must be defined as:

- Page Top
  Must be set to the Discussion Forum content page.

5.11.4 Discussion Forum - Messages

The content page that displays messages posted to your discussion forum topics. The content page also contains the form for website visitors to post their own messages to your discussion forum topics.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Discussion Forum - Messages page:

`@@@include:###top###.title@@@`	Defines where the discussion forum topic's title is to be inserted.
`@@@include:###top###.content@@@`	Defines where the discussion forum topic's content is to be inserted.
`@@@list:entry=5:order=created :up=###top###@@@`	Defines where the list of discussion forum messages is to be inserted. The "entry=5" parameter must be the id of the Discussion Forum – List Message content page and defines that this should be used to display each discussion forum message.

	The “order=created” parameter defines that the discussion forum messages should be listed in chronological order. The “up=###top###” parameter defines to only list discussion forum messages posted to the displayed discussion forum topic.
/page.aspx?id= @@@include:###top###.page_top@@@	Defines special link back to the Discussion Forum content page for the displayed discussion forum topic.

The basic required and optional FORM fields are:

<FORM action=/post.aspx?id=6 method=post>	Defines the beginning of the web page form. The FORM data must be posted to the “/post.aspx” program. The “id=6” parameter must be the id of the Discussion Forum - Message content page to be copied for the new discussion forum message.
<INPUT type=hidden name=page_top value=###top###>	Defines which discussion forum topic content page the new discussion forum message should be posted to.
<INPUT type=hidden name=page_up value=###top###>	Defines which discussion forum topic content page the new discussion forum message should be posted to.
<INPUT type=hidden name=publish value=yes>	Defines that the new discussion forum message should be published automatically.
<INPUT type=hidden name=ready_to_publish value=yes>	Defines that an email notification should be sent to the website administrators who are responsible for managing the discussion forum.
<INPUT type=hidden name=email_template value=7>	Defines which content page to use for the email notification to be sent to the website administrators who are responsible for managing the discussion forum. The parameter “value=7” must be the id of the Discussion Forum – Comment Posted: content page.
<INPUT type=hidden name=redirect value=/page.aspx?id=@@@id@@@ &top=###top###>	Defines that the Discussion Forum - Messages content page should be displayed again after the new discussion forum message has been posted. If the redirect value URL ends with a “=” then the created content item’s id will automatically be appended to the URL.
<INPUT type=text name=title>	Defines a text input field for the

	discussion forum message subject.
<textarea name=content> ..... </textarea>	Defines a text input field for the discussion forum message content.
<INPUT type=text name=name>	Defines a text input field for the website visitor's name.
<INPUT type=text name=company>	Defines a text input field for the website visitor's company/location.
<INPUT type=text name=website>	Defines a text input field for the website visitor's website address.
<INPUT type=text name=email>	Defines a text input field for the website visitor's email address.
<INPUT type=submit value=Post>	Displays a button labelled Post, which submits the entered data.
</FORM>	Defines the end of the web page form.

5.11.5 Discussion Forum – List Message

The special content page that is used to display each of the discussion forum messages. Changes to this special content page will apply to all discussion forum messages.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Discussion Forum – List Message page:

@@@title@@@	Defines where the discussion forum message's title is to be inserted.
@@@content@@@	Defines where the discussion forum message's content is to be inserted.
@@@created@@@	Defines where the discussion forum message's created by date/time is to be inserted.
@@@list:entry=5:order=created :up=@@@id@@@@@@	Defines where the list of discussion forum messages posted in reply to the displayed message is to be inserted. The "entry=5" parameter must be the id of the Discussion Forum – List Message content page and defines that this should be used to display each discussion forum message. The "order=created" parameter defines that the discussion forum messages should be listed in chronological order. The "up=@@@id@@@" parameter defines to only list discussion forum messages posted in reply to the displayed discussion forum message.
/page.php?id=8&top=###top### &up=@@@id@@@	Defines special link back to the discussion forum topic content page for the displayed discussion forum message.

5.11.6 Discussion Forum – Message

The content page that is copied to create a new discussion forum message when website visitors post a new message to your discussion forum topics.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Discussion Forum - Message page:

`@@@title@@@`	Defines where the discussion forum message's title is to be inserted.
`@@@content@@@`	Defines where the discussion forum message's content is to be inserted.
`@@@created@@@`	Defines where the discussion forum message's created by date/time is to be inserted.
`@@@name@@@`	Defines where the website visitor's name is to be inserted.
`@@@company@@@`	Defines where the website visitor's company/location is to be inserted.
`@@@email@@@`	Defines where the website visitor's email is to be inserted.
`@@@website@@@`	Defines where the website visitor's website is to be inserted.

5.11.7 Discussion Forum – Message Posted:

The content page that is emailed to the website administrators who are responsible for managing the discussion forum.

5.11.8 Discussion Forum – Post Comment

The content page that contains the form for website visitors to post their own messages in reply to other messages posted to your discussion forum topics.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Discussion Forum – Post Comment page:

`@@@include:###up###.title@@@`	Defines where the title of the discussion forum message being replied to is to be inserted.
`@@@include:###up###.content@@@`	Defines where the content of the discussion forum message being replied to is to be inserted.
`@@@list:entry=5:order=created :up=###up###@@@`	Defines where the list of other comments to the discussion forum message being replied to is to be inserted. The "entry=5" parameter must be the id of the Discussion Forum – List Message content page and defines that this should be used to display each discussion forum message comment. The "order=created" parameter defines that

	the discussion forum message comments should be listed in chronological order. The "up=###up###" parameter defines to only list discussion forum message comments posted in reply to the displayed discussion forum message.
/page.aspx?id=4&top=###top###	Defines special link back to the Discussion Forum – Messages content page for the displayed message's discussion forum topic.

The basic required and optional FORM fields are:

<FORM action=/post.aspx?id=6 method=post>	Defines the beginning of the web page form. The FORM data must be posted to the "/post.aspx" program. The "id=6" parameter must be the id of the Discussion Forum - Message content page to be copied for the new discussion forum message.
<INPUT type=hidden name=page_top value=###top###>	Defines which discussion forum topic content page the new discussion forum message should be posted to.
<INPUT type=hidden name=page_up value=###up###>	Defines which discussion forum message content page the new discussion forum message should be posted in reply to.
<INPUT type=hidden name=publish value=yes>	Defines that the new discussion forum message should be published automatically.
<INPUT type=hidden name=ready_to_publish value=yes>	Defines that an email notification should be sent to the website administrators who are responsible for managing the discussion forum.
<INPUT type=hidden name=email_template value=7>	Defines which content page to use for the email notification to be sent to the website administrators who are responsible for managing the discussion forum. The parameter "value=7" must be the id of the Discussion Forum – Comment Posted: content page.
<INPUT type=hidden name=redirect value=/page.aspx?id=@@@id@@@ &top=###top###>	Defines that the Discussion Forum - Messages content page should be displayed again after the new discussion forum message has been posted. If the redirect value URL ends with a "=" then the created content item's id will automatically be appended to the

	URL.
<INPUT type=text name=title>	Defines a text input field for the discussion forum message subject.
<textarea name=content> ..... </textarea>	Defines a text input field for the discussion forum message content.
<INPUT type=text name=name>	Defines a text input field for the website visitor's name.
<INPUT type=text name=company>	Defines a text input field for the website visitor's company/location.
<INPUT type=text name=website>	Defines a text input field for the website visitor's website address.
<INPUT type=text name=email>	Defines a text input field for the website visitor's email address.
<INPUT type=submit value=Post>	Displays a button labelled Post, which submits the entered data.
</FORM>	Defines the end of the web page form.

5.12 Product Reviews

The Product Reviews application gives your website visitors access to view other users' product reviews and post their own product reviews.

Website visitors have access to view your product reviews, which consists of a number of entries posted by your website visitors. The product reviews are displayed in reverse chronological order.

Website visitors also have access to post their own new product reviews using a simple product review form where a subject and message can be entered. Optionally, website visitors can also leave their contact details.

The default Product Reviews application consists of a number of content pages:

- Product Reviews
  The main product reviews content page, which website visitors visit to view your product reviews as well as access to post their own product reviews.

- Product Reviews – List Review
  The special content page that is used to display each of the product reviews. Changes to this special content page will apply to all product reviews.

- Product Reviews – Review
  The content page that is copied to create a new product review when website visitors post a new product review for your products.

- Product Reviews – Message Posted:
  The content page that is emailed to the website administrators who are responsible for managing the product reviews.

Please see the following sections for details on the Product Reviews content pages.

5.12.1 Product Reviews

The main product reviews content page, which website visitors visit to view your product reviews as well as access to post their own product reviews.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes and links for the Product Reviews page:

`@@@include:###top###.title@@@`	Defines where the product's title is to be inserted.
`@@@include:###top###.content@@@`	Defines where the product's content is to be inserted.
`@@@list:entry=2:order=created desc:top=###top######`	Defines where the list of product reviews is to be inserted. The "entry=2" parameter must be the id of the Product Reviews – List Review content page and defines that this should be used to display each product review. The "order=created desc" parameter defines that the product reviews should be listed in reverse chronological order. The "top=###top###" parameter defines to only list product reviews posted for the displayed product.
`/product.aspx?id=###top###`	Defines special link back to the product for the displayed product review.

The basic required and optional FORM fields are:

`<FORM action=/post.aspx?id=3 method=post>`	Defines the beginning of the web page form. The FORM data must be posted to the "/post.aspx" program. The "id=3" parameter must be the id of the Product Reviews - Review content page to be copied for the new product review.
`<INPUT type=hidden name=page_top value=###top###>`	Defines which product the new product review should be posted to.
`<INPUT type=hidden name=publish value=yes>`	Defines that the new product review should be published automatically.
`<INPUT type=hidden name=ready_to_publish value=yes>`	Defines that an email notification should be sent to the website administrators who are responsible for managing the product reviews.
`<INPUT type=hidden name=email_template value=4>`	Defines which content page to use for the email notification to be sent to the website administrators who are responsible for managing the product reviews. The parameter "value=4" must be the id of the Product Reviews – Message

	Posted: content page.
<INPUT type=hidden name=redirect value=/page.aspx?id=@@@id@@@ &top=###top###>	Defines that the Product Reviews content page should be displayed again after the new product review has been posted. If the redirect value URL ends with a "=" then the created content item's id will automatically be appended to the URL.
<INPUT type=text name=title>	Defines a text input field for the product review subject.
<textarea name=content> ..... </textarea>	Defines a text input field for the product review content.
<INPUT type=text name=name>	Defines a text input field for the website visitor's name.
<INPUT type=text name=company>	Defines a text input field for the website visitor's company/location.
<INPUT type=text name=website>	Defines a text input field for the website visitor's website address.
<INPUT type=text name=email>	Defines a text input field for the website visitor's email address.
<INPUT type=submit value=Post>	Displays a button labelled Post, which submits the entered data.
</FORM>	Defines the end of the web page form.

5.12.2 Product Reviews – List Review

The special content page that is used to display each of the product reviews. Changes to this special content page will apply to all product reviews.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Product Reviews – List Review page:

@@@title@@@	Defines where the product review's title is to be inserted.
@@@content@@@	Defines where the product review's content is to be inserted.
@@@created@@@	Defines where the product review's created by date/time is to be inserted.

5.12.3 Product Reviews – Review

The content page that is copied to create a new product review when website visitors post a new product review for your products.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for the Product Reviews - Review page:

@@@title@@@	Defines where the product review's title is to be inserted.

@@@content@@@	Defines where the product review's content is to be inserted.
@@@created@@@	Defines where the product review's created by date/time is to be inserted.
@@@name@@@	Defines where the website visitor's name is to be inserted.
@@@company@@@	Defines where the website visitor's company/location is to be inserted.
@@@email@@@	Defines where the website visitor's email is to be inserted.
@@@website@@@	Defines where the website visitor's website is to be inserted.

5.12.4 Product Reviews – Message Posted:

The content page that is emailed to the website administrators who are responsible for managing the product reviews.

5.12.5 Products

To add product reviews for your product you need to add a few new additional special codes and links to your product pages/templates.

You can simply include a link to the product reviews that displays the number of product reviews posted for the currently displayed product.

Alternatively, you can display the product reviews on the actual product page instead of on a separate page.

In addition to the general features of the Asbru Web Content Management system, you can use the following additional special codes for your products:

@@@list:entry=2:order=created desc:top=@@@id@@@@@@	Defines where the list of product reviews is to be inserted. The "entry=2" parameter must be the id of the Product Reviews – List Review content page and defines that this should be used to display each product review. The "order=created desc" parameter defines that the product reviews should be listed in reverse chronological order. The "top=@@@id@@@" parameter defines to only list product reviews posted for the displayed product.
@@@count:top=@@@id@@@@@@	Defines where the number of product reviews posted for the displayed product is to be inserted.
/page.aspx?id=1&top=@@@id@@@	Defines special link the Product Reviews content page for the displayed product. The "id=1" parameter must be the id of the Product Reviews content page. The "top=@@@id@@@" parameter defines that only product reviews for the

	displayed product should be displayed.

6 Databases Add-On module

All content in the Asbru Web Content Management system is stored in a database, but the Databases Add-On module enables you to create additional, special content databases for structured content that may not be suitable to be presented and managed as ordinary website content pages.

You can define any number of special content databases for different types of data, and you can define any number of attributes/fields for the content in the databases. Special content databases can contain a wide variety of data types including simple text, HTML text, numbers, dates, select options, radio buttons, checkboxes, usernames and email addresses as well as references to other content items (pages, images and files etc).

Special content databases can be used to give your website visitors access to search for and view content in the databases. Searches can be for each individual attribute/field in the content database. How the special content databases and searched and displayed is cully customizable using the general content administration features of the Asbru Web Content Management system and a few, simple special codes.

Special content databases can also be used to collect data from your website visitors. You can create web page forms where the posted form data are stored in a special content database, and an email notification can be sent to the special content database website administrators.

6.1 Download and Installation

The Databases Add-On Module program files are included in the basic Asbru Web Content Management system packages available for download from the Asbru website (www.asbrusoft.com). Please see 1.2 Download and Installation and 1.5 Upgrades for details on downloading, installing and upgrading the Asbru Web Content Management system.

6.2 Configuration

6.2.1 License

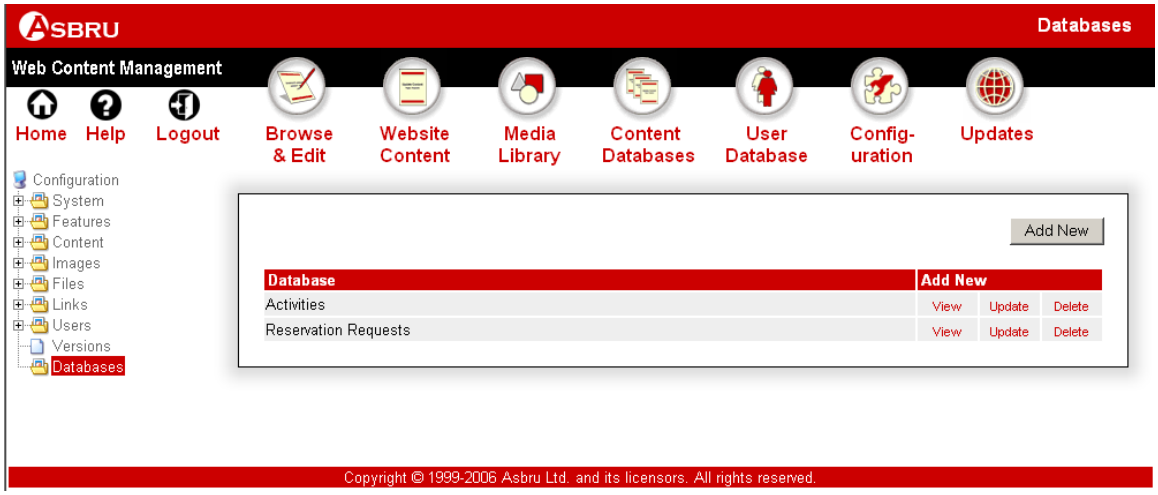
To use the Databases Add-On module you must obtain a license from Asbru (www.asbrusoft.com) and configure your license. The license may also be provided by your web hosting provider, if they have provided you with the Asbru Web Content Management system. Please see 1.3.3 License for details on configuring your Databases Add-On module license key.

6.2.2 Databases

When your Databases Add-On module license key has been configured, you have access to configure any number of special content databases for your website.

Select the Configuration – Databases menu item link to configure special content databases for your website.

Your existing special content databases are listed with links to view, update and delete each of the special content databases. New special content databases can be added by selecting the Add New button/link.



For each special content database your databases configuration options are:

- Database Content:
  The database name and definition of the number and type of attributes/fields in the database.

  The database name should be a single word and should not contain any special characters.

  Any number of database attributes/fields can be defined for the database by entering a unique name for the attribute/field; selecting the data type and selecting Add New. This displays a new table row for the added attribute/field with a number of additional properties for that data type as well as an Index checkbox and Move Up and Move Down buttons.

  When naming the special content database data attributes/fields, names already used by the web content management for special codes should be avoided. To avoid any conflicts it is recommended that you capitalise the first letter of the data attribute/field names.

  The different available data types and their properties are described below.

  The Index checkbox can be checked to create an index on the database attribute/field in the database. Creating an index for an attribute/field makes searching for the attribute/field in the database faster, so an index should usually be created for all searchable database attributes/fields. However, creating an index for an attribute/field also makes adding, updating and deleting data slower and uses more space, so an index should usually only be created if necessary.

  On the content databases administration pages, the database attributes/fields are displayed in the order they are defined on the database configuration page. Use the Move Up and Move Down buttons to change the order of the database attributes/fields. Please also note that the first plain text attribute/field is displayed on the content databases administration index page as the "title" for each data item in the database.

- Plain text
  Simple unformatted text. Columns defines how many characters wide the data input field is. Rows defines how many lines high the data input field is.

- Rich Text (HTML)
  Formatted text with images and hyperlinks etc. Width defines how many pixels wide the data input field is. Height defines how many pixels high the data input field is.

- Number
  Integer or decimal number. Digits defines the number of digits to be displayed before the decimal point. Decimals defines the number of decimals to be displayed after the decimal point.

- Select (single)
  Select a single option from a list of pre-defined options. Size defines how many options should be displayed (this may be less than the number of options). Options defines the available options to be selected between. Each line will be an option.

- Select (multiple)
  Select any number of options from a list of pre-defined options. Size defines how many options should be displayed (this may be less than the number of options). Options defines the available options to be selected between. Each line will be an option.

- Radio buttons
  Select a single option from a number of pre-defined radio buttons. Options defines the available radio buttons to be selected between. Each line will be a radio button.

- Checkboxes
  Select any number of options from a list of pre-defined checkboxes. Options defines the available checkboxes to be selected between. Each line will be a checkbox.

- Date / time
  Date and/or time. Format defines how the date/time is displayed.

- Created date / time
  Date/time automatically set when new data is added to the database.

- Updated date / time
  Date/time automatically set when data is updated in the database.

- Created by username
  Username automatically set when new data is added to the database. The username is the username of the user or website administrator who added the data.

- Updated by username
  Username automatically set when data is updated in the database. The username is the username of the user or website administrator who updated the data.

- Content item
  Select a single content item from a list of all content items in the web content management system. Size defines how many content items should be displayed.

- Content items
  Select any number of content items from a list of all content items in the web content management system. Size defines how many content items should be displayed.

- Content class
  Select a single content class from a list of all content classes defined in the web content management system. Size defines how many content classes should be displayed.

- Content classes
  Select any number of content classes from a list of all content classes defined in the web content management system. Size defines how many content classes should be displayed.

- Content group
  Select a single content group from a list of all content groups defined in the web content management system. Size defines how many content groups should be displayed.

- Content groups
  Select any number of content groups from a list of all content groups defined in the web content management system. Size defines how many content groups should be displayed.

- Content type
  Select a single content type from a list of all content types defined in the web content management system. Size defines how many content types should be displayed.

- Content types
  Select any number of content types from a list of all content types defined in the web content management system. Size defines how many content types should be displayed.

- Page
  Select a single page from a list of all pages in the web content management system. Size defines how many pages should be displayed.

- Pages
  Select any number of pages from a list of all pages in the web content management system. Size defines how many pages should be displayed.

- Page group
  Select a single page group from a list of all page groups defined in the web content management system. Size defines how many page groups should be displayed.

- Page groups
  Select any number of page groups from a list of all page groups defined in the web content management system. Size defines how many page groups should be displayed.

- Page type
  Select a single page type from a list of all page types defined in the web content management system. Size defines how many page types should be displayed.

- Page types
  Select any number of page types from a list of all page types defined in the web content management system. Size defines how many page types should be displayed.

- Image
  Select a single image from a list of all images in the web content management system. Size defines how many images should be displayed.

- Images
  Select any number of images from a list of all images in the web content management system. Size defines how many images should be displayed.

- Image group
  Select a single image group from a list of all image groups defined in the web content management system. Size defines how many image groups should be displayed.

- Image groups
  Select any number of image groups from a list of all image groups defined in the web content management system. Size defines how many image groups should be displayed.

- Image type
  Select a single image type from a list of all image types defined in the web content management system. Size defines how many image types should be displayed.

- Image types
  Select any number of image types from a list of all image types defined in the web content management system. Size defines how many image types should be displayed.

- Image format
  Select a single image format from a list of all image formats defined in the web content management system. Size defines how many image formats should be

displayed.

- Image formats
  Select any number of image formats from a list of all image formats defined in the web content management system. Size defines how many image formats should be displayed.

- File
  Select a single file from a list of all files in the web content management system. Size defines how many files should be displayed.

- Files
  Select any number of files from a list of all files in the web content management system. Size defines how many files should be displayed.

- File group
  Select a single file group from a list of all file groups defined in the web content management system. Size defines how many file groups should be displayed.

- File groups
  Select any number of file groups from a list of all file groups defined in the web content management system. Size defines how many file groups should be displayed.

- File type
  Select a single file type from a list of all file types defined in the web content management system. Size defines how many file types should be displayed.

- File types
  Select any number of file types from a list of all file types defined in the web content management system. Size defines how many file types should be displayed.

- File format
  Select a single file format from a list of all file formats defined in the web content management system. Size defines how many file formats should be displayed.

- File formats
  Select any number of file formats from a list of all file formats defined in the web content management system. Size defines how many file formats should be displayed.

- Link
  Select a single link from a list of all links in the web content management system. Size defines how many links should be displayed.

- Links
  Select any number of links from a list of all links in the web content management system. Size defines how many links should be displayed.

- Link group
  Select a single link group from a list of all link groups defined in the web content management system. Size defines how many link groups should be displayed.

- Link groups
  Select any number of link groups from a list of all link groups defined in the web content management system. Size defines how many link groups should be displayed.

- Link type
  Select a single link type from a list of all link types defined in the web content management system. Size defines how many link types should be displayed.

- Link types
  Select any number of link types from a list of all link types defined in the web content management system. Size defines how many link types should be displayed.

- Element
  Select a single content element from a list of all content elements defined in the web content management system. Size defines how many content elements should be displayed. Class defines which content class of content elements to display. If no class is selected all content elements of all content classes are displayed.

- Elements
  Select any number of content elements from a list of all content elements defined in the web content management system. Size defines how many content elements should be displayed. Class defines which content class of content elements to display. If no class is selected all content elements of all content classes are displayed.

- Version
  Select a single version from a list of all versions defined in the web content management system. Size defines how many versions should be displayed.

- Versions
  Select any number of versions from a list of all versions defined in the web content management system. Size defines how many versions should be displayed.

- Database
  Select a single special content database from a list of all special content databases defined in the web content management system. Size defines how many special content databases should be displayed.

- Databases
  Select any number of special content databases from a list of all special content databases defined in the web content management system. Size defines how

many special content databases should be displayed.

- Data (single)
  Select a single data attribute/field value from a list of all data attribute/field values in a special content database. Size defines how many data attribute/field values should be displayed. Database defines the name of the database to be displayed. Content defines the name of the attribute/field to be displayed.

- Data (multi)
  Select any number of data attribute/field values from a list of all data attribute/field values in a special content database. Size defines how many data attribute/field values should be displayed. Database defines the name of the database to be displayed. Content defines the name of the attribute/field to be displayed.

- Username
  Select a single username from a list of all usernames defined in the user database. Size defines how many usernames should be displayed.

- Usernames
  Select any number of usernames from a list of all usernames defined in the user database. Size defines how many usernames should be displayed.

- User email
  Select a single user email address from a list of all user email addresses defined in the user database. Size defines how many user email addresses should be displayed.

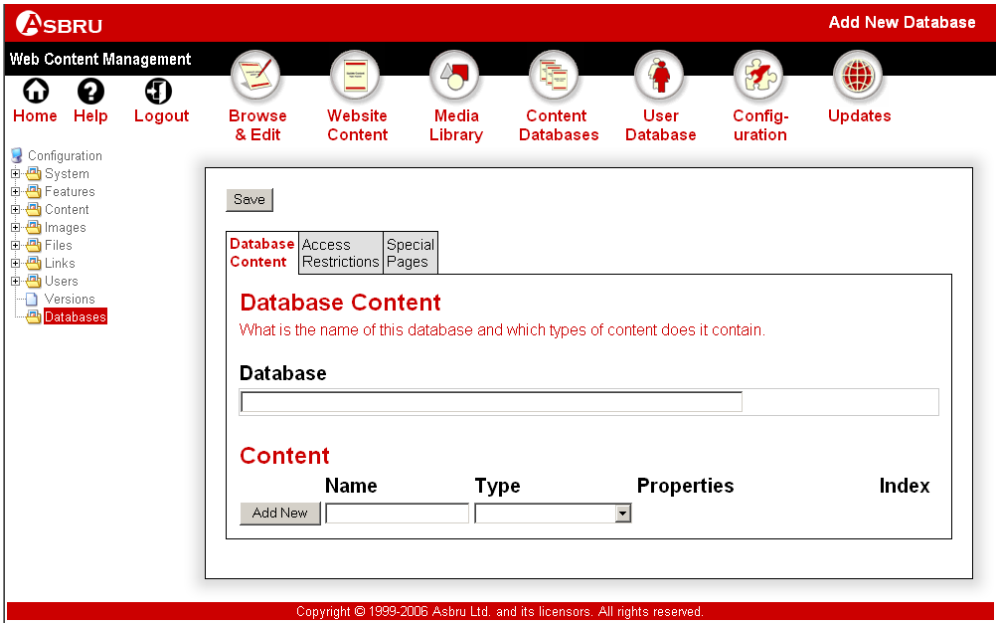
- User emails
  Select a single user email address from a list of all user email addresses defined in the user database. Size defines how many user email addresses should be displayed.

- User group
  Select a single user group from a list of all user groups defined in the web content management system. Size defines how many user groups should be displayed.

- User groups
  Select any number of user groups from a list of all user groups defined in the web content management system. Size defines how many user groups should be displayed.

- User type
  Select a single user type from a list of all user types defined in the web content management system. Size defines how many user types should be displayed.

- User types
  Select any number of user types from a list of all user types defined in the web content management system. Size defines how many user types should be displayed.



- Access Restrictions:
  Definition of which website visitors and administrators have access to access and manage the database content. Please see 3.9 User Database, 3.10 Organising Many Users and Multiple Groups and Types and 3.15 Multiple Administrators for details.

  If the User Access Restrictions feature is enabled you can define access restrictions to only give specific users access to view the database content. As default all website users can view the database content.

  If the Administrator Access Restrictions feature is enabled you can also define access restrictions to only give specific administrators access to create, update and delete the database content. As default all website administrators can manage the database content.

  - View
    Defines who has access to view the database content on the website pages and in the web content management system.

  - Update
    Defines who has access to update existing data in the database in the web content management system.

  - Create
    Defines who has access to add new data to the database in the web content management system or by filling out and posting a form on your website.

    - Public
      Gives all website visitors access to add new data to the database by filling out and posting a form on your website. All website administrators can add data to the database through the web content

management system.

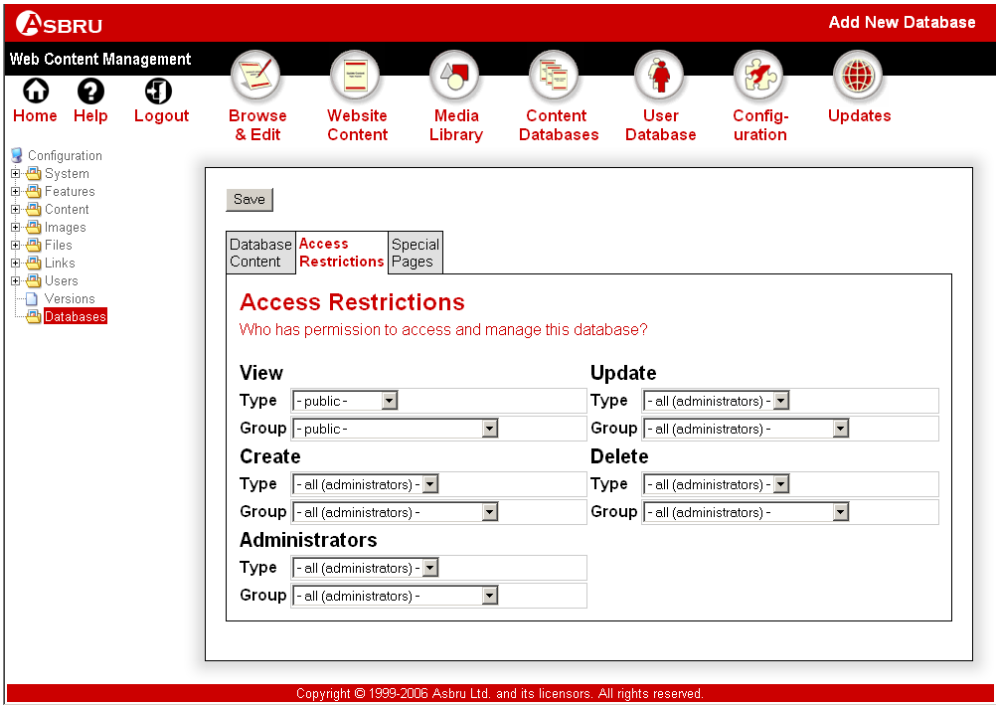
- Restricted
  Gives all registered website users access to add new data to the database by filling out and posting a form on your website. All website administrators can add data to the database through the web content management system.

- User group/type
  Gives all registered website users of the selected group/type access to add new data to the database by filling out and posting a form on your website. All website administrators of the selected group/type can add data to the database through the web content management system.

- All
  All website administrators can add data to the database through the web content management system.

- Delete
  Defines who has access to delete data from the database in the web content management system.

- Administrators
  Defines who has access to both view, update, create and delete data in the database through the web content management system.

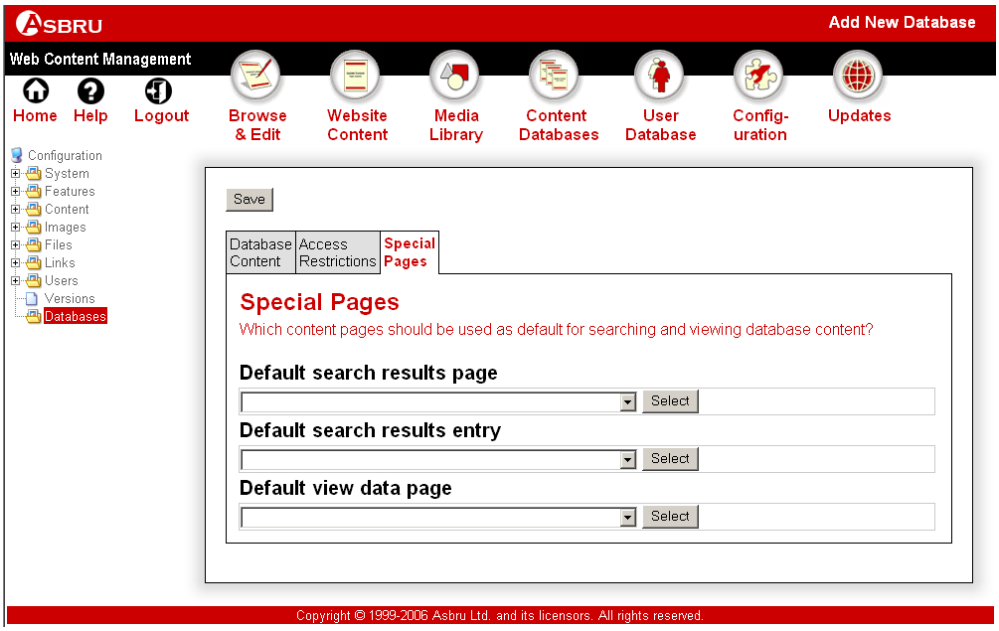


- Special Pages:

- Default search results page
  The page used to display search results for the database as default. The search results page is not an ordinary page but must include special codes. Please see 3.22.4 Search Results Page and 6.4.1.2 Search Results Page for details.

- Default search results entry
  The page used to display each search result on the search results page. The search results entry is not an ordinary page but must include special codes. Please see 3.22.5 Search Results Entry and 6.4.1.3 Search Results Entry for details.

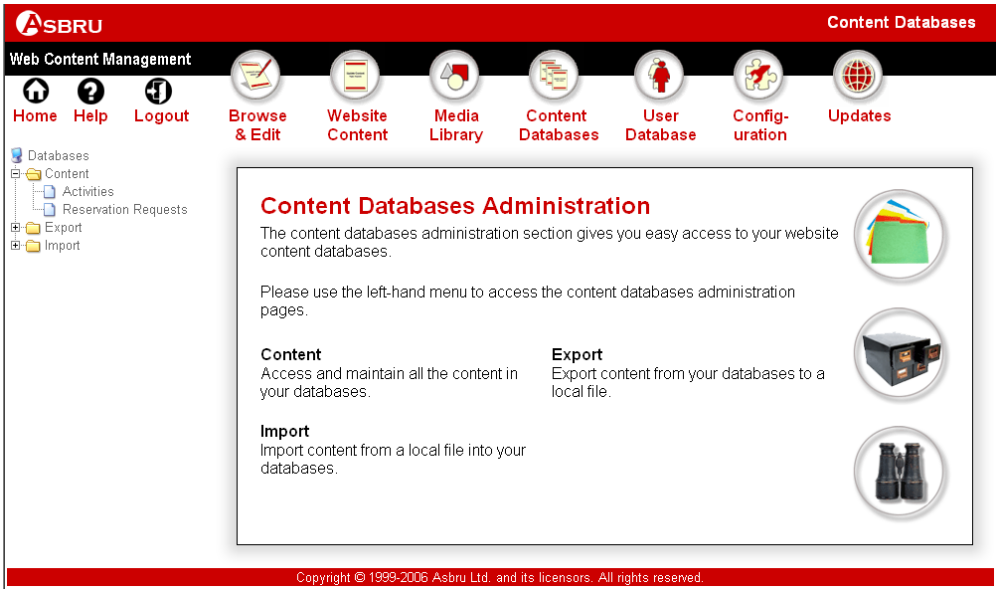
- Default view data page
  The page used to display a full data record from the database. The view data page is not an ordinary page but must include special codes to display the data item attributes/fields. Please see 6.4.1.4 View Data Page for details.



6.3 Database Content Administration

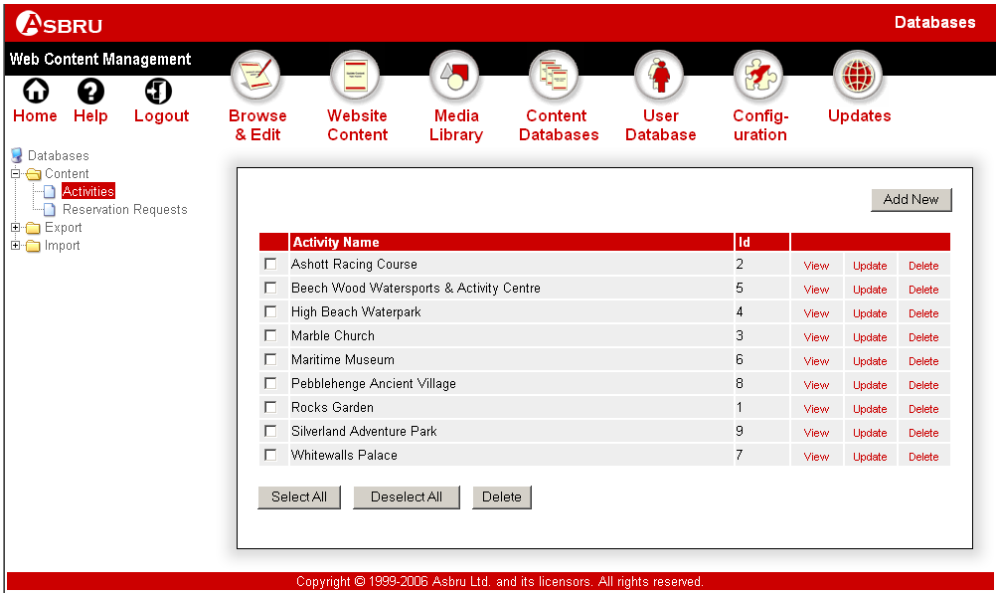
For access to manage your special content databases you should use the Content Databases Administration section of the Asbru Web Content Management system. You can access the Content Databases Administration section through the Content Databases link in the toolbar on any of the administration web pages.

The main page of the Content Databases Administration section gives you access to manage your special content databases through the left-hand menu. For each content database there are menu items for managing the data in the database (menu items under the Content menu heading); exporting the data from the database to a file (menu items under the Export menu heading); and importing data from a file to the database (menu items under the Import menu heading).



6.3.1 Index

Select one of your special content databases in the left-hand menu under the Content menu heading to access the database administration index page for that database. The database administration index page lists all the data records in the selected database. The data records are listed alphabetically by the first text attribute/field in the database with links for each data item as described in the following sections.



6.3.2 View

The View link displays the data item as defined for the database.

6.3.3 Update
The Update link gives access to edit the data item attributes/fields as defined for the database. Select Save to update the data in the database.

6.3.4 Delete
The Delete link displays the data item and gives access to confirm to delete the data item.

6.3.5 Select All
Selects all data items by checking the box next to the left of each data item.

6.3.6 Deselect All
Deselects all data items by checking the box next to the left of each data item.

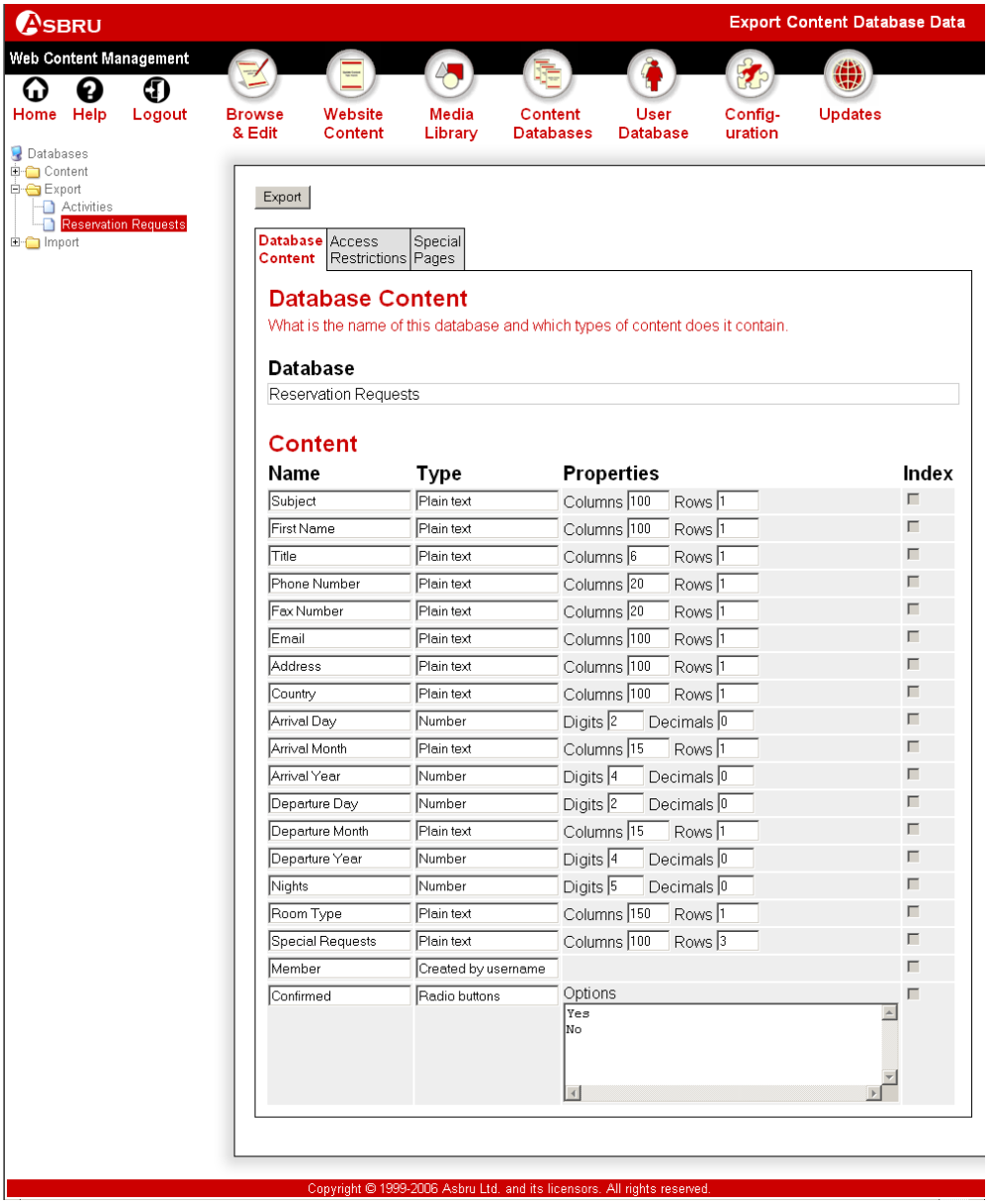
6.3.7 Delete (selected)
The Delete (selected) button deletes all data items selected by checking the box to the left of each data item.

6.3.8 Add New
Finally, the index listing includes access to create new data items.

To the right above the data listing items an Add New button may be displayed. This gives access to create a new data item.

6.3.9 Export
Select one of your special content databases in the left-hand menu under the Export menu heading to export the data from the selected database to a file on your local computer. The database configuration details are displayed as a reminder of the type and format of the data to be exported. Select Export to export and download the data file.

The exported data file can be opened and edited using a text editor or a spreadsheet application or the exported data file can be imported into another database or another application.

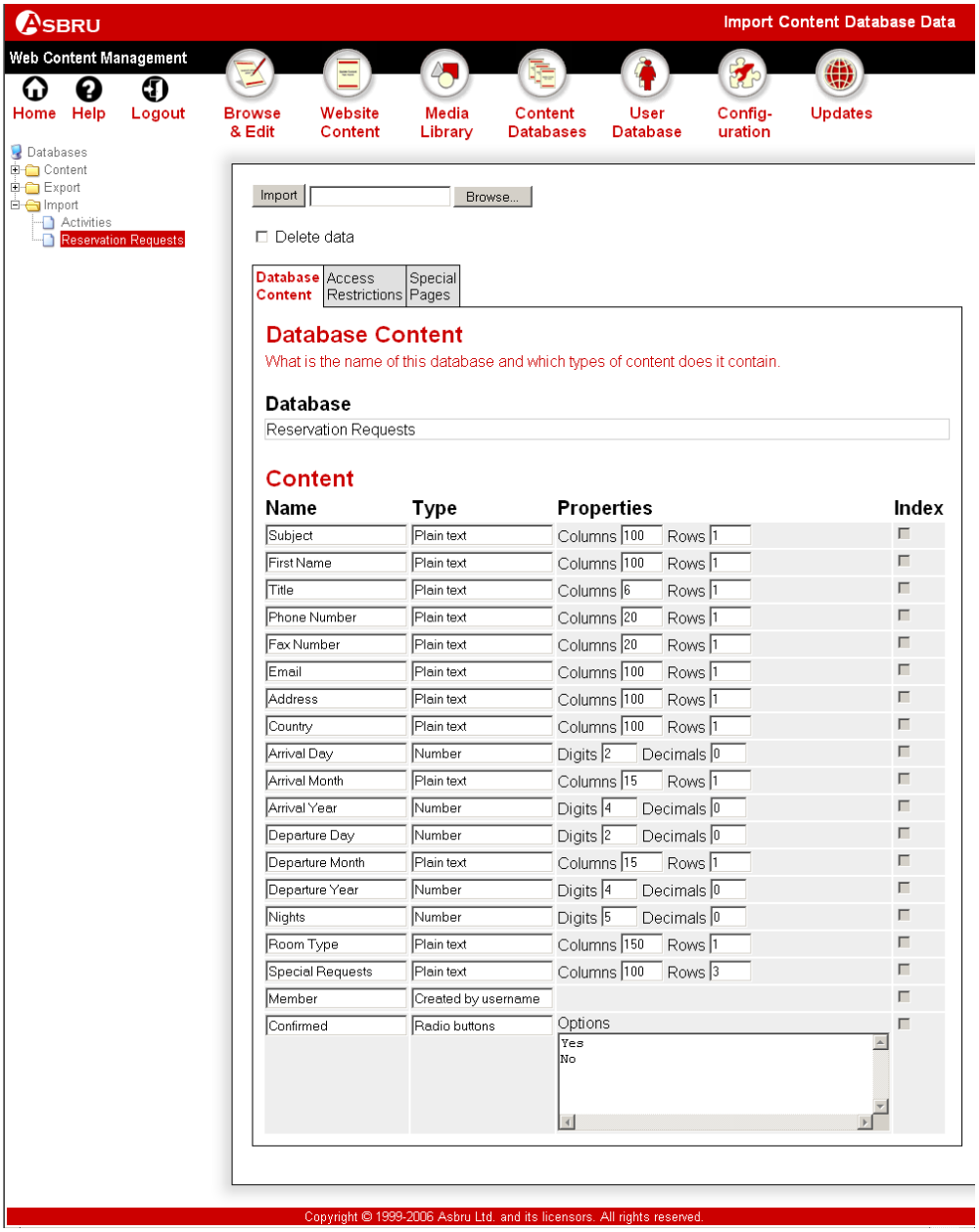


6.3.10 Import

Select one of your special content databases in the left-hand menu under the Import menu heading to import data from a file on your local computer to the selected database. The database configuration details are displayed as a reminder of the type and format of the data to be imported. Select a file on your local pc and select Import to upload and import the data file.

As default the imported data are added to the database in addition to existing data in the database. Select the Delete Data checkbox to delete all existing data from the database and replace them with the data in the imported file.

The imported data file must have the exact same data format as an exported data file or the imported data in the database may be wrong. If changes have been made to the database configuration, a previously exported data file may not be imported correctly.



6.4 Special Content

Special content databases may simply be used for administrative purposes by website administrators through the web content management system, but typically special content databases are used as content on the website.

Special website pages can be created to search and display data from your special content databases. Special website forms can also be created to collect data from your website visitors and post the data to your special content databases. Finally, data from your special content databases may be included on your website content and product pages. For example as supplemental information to the basic content/product attributes used in the general web content management system.

6.4.1 Searching and Displaying Database Content

Data in your special content databases can be searched and displayed similar to how your general website content can be searched and displayed:

- A web page form gives users access to enter data to search.
- A search results page listing all matching data items is displayed to the user.
- On the search results page each listed data item is displayed as a special search result entry page.
- On the search results page each listed data item may link to web page displaying the full details for the data item.

6.4.1.1 Search form

A simple, general search form with a single input field can be created to search all the data attributes/fields in a special content database. Alternatively, a search form can contain one or more input fields to search specific data attributes/field in a special content database.

A simple, general search form must define which database to search as well as a search input field, which your website visitors can enter their search queries into. The HTML code for a simple example search form and what the different HTML codes mean are:

<FORM action=/search.aspx method=get>	Defines the web address of the Asbru Web Content Management script/program, which searches your website.
<INPUT type=hidden name=database value=DATABASENAME>	Defines which special content database to search. The "DATABASENAME" must be the exact name of your special content database to be searched.
Search:	Displays the text “Search:”.
<INPUT size=20 name=search>	Defines that your website visitors can enter text into a 20 characters wide text input field named “search”. This will be the search query and will be used to search all data attributes/fields in your special content database.
<INPUT type=submit value=Go>	Displays a button with the text “Go”, which your website visitors select to submit the search form.
</FORM>	Defines the end of the search form.

Your search forms should always include "database" input field and a “search” input field, as that will be the search query used to search your website.

Alternatively or additionally, your search form can include one or more input fields to search specific data attributes/fields in your special content database. Such input fields can be both text input fields; select lists; radio buttons or checkboxes.

<INPUT size=20 name=ATTRIBUTENAME>	Defines that your website visitors can enter text into a 20 characters wide text input field to search the "ATTRIBUTENAME" data attribute/field in your special content database. The "ATTRIBUTENAME" must be the exact name of the special content database attribute/field to be searched.

Optionally, you may also want to include an additional input field to specify the order the search results are to be displayed in.

<INPUT type=hidden name=order value=ATTRIBUTENAME>	Defines the order of the search results. The "ATTRIBUTENAME" must be the exact name of the special content database attribute/field to be used to order the search results.

As default your search results are displayed using the default search results pages as configured for your database through the “Default search results page” and “Default search results entry” settings (Please see 6.2.2 Databases for details).

Alternatively, you can define the search results page and/or search results entry to be used as part of your search form by adding additional hidden input fields:

<FORM action=/search.aspx method=get>	Defines the web address of the Asbru Web Content Management script/program, which searches your website.
<INPUT type=hidden name=id value=VALUE>	Defines the “search results page” content page to be used to display the search results. The “VALUE” should be replaced with the id number of the “search results page” content page to be used.
<INPUT type=hidden name=searchresult value=VALUE>	Defines the “search results entry” content page to be used to display each search result entry. The “VALUE” should be replaced with the id number of the “search results entry” content page to be used.
Search:	Displays the text “Search:”.
<INPUT size=20 name=search>	Defines that your website visitors can enter text into a 20 characters wide text input field named “search”. This will be the search query.
<INPUT type=submit value=Go>	Displays a button with the text “Go”, which your website visitors select to submit the

	search form.
</FORM>	Defines the end of the search form.

Besides adding/editing these special HTML codes, you can use the visual web content editor to add other content and arrange it and the input fields just like any other content. You just need to be careful not to delete any of the special HTML codes and to make sure that all INPUT codes are located between the two FORM codes.

6.4.1.2 Search Results Page

Your website needs a special "search results page" content page to display search results to your website visitors when they search your website.

This page must be created just like any other regular content page except for the inclusion of a simple special code similar to the codes used in content templates:

@@@searchresults@@@	Defines where the actual search results are to be inserted.

Besides adding/editing these special HTML codes, you can use the visual web content editor to add other content and arrange it and the special code just like any other content.

6.4.1.3 Search Results Entry

Your website needs a special "search results entry" content page to display search results to your website visitors when they search your website. The "search results entry" content page is repeated for each of your data items that matches your website visitors' search queries, and it defines what and how information about each search results entry should be displayed.

This page must be created just like any other regular content page except for the inclusion of simple special codes similar to the codes used in content templates:

@@@id@@@	Defines where each search result entry's data item "id" is to be inserted. Usually, this is used to generate hyperlinks to the search results data pages.
@@@ATTRIBUTENAME@@@	Defines where each search result entry's data attribute/field named "ATTRIBUTENAME" is to be inserted. The "ATTRIBUTENAME" must be the exact name of the special content database attribute/field to be inserted. For data attributes/fields where multiple values can be selected this special code displays all the selected values separated by | characters. For data attributes/fields where a single or multiple web content management system content items are selected the content item ids are displayed.

@@@ATTRIBUTENAME.br@@@	For data attributes/fields where multiple values can be selected this special code displays all the selected values separated by HTML BR tags.
@@@ATTRIBUTENAME.text@@@	For data attributes/fields where multiple values can be selected this special code displays all the selected values separated by simple linebreaks. For data attributes/fields with text/HTML this special code displays the data with BR and P tags replaced with simple linebreaks (for example to edit the data in a HTML FORM TEXTAREA input field).
@@@ATTRIBUTENAME.script@@@	For data attributes/fields with text/HTML this special code displays the data with BR and P tags replaced with Javascript encoded/escaped linebreaks (for example to edit the data in a web content editor input field).
@@@ATTRIBUTENAME.html@@@	For data attributes/fields with text/HTML this special code displays the data with HTML encoded special characters (for example to edit the data in a HTML FORM input field).
@@@ATTRIBUTENAME.p@@@	For data attributes/fields where multiple values can be selected this special code displays all the selected values enclosed by HTML P tags.
@@@ATTRIBUTENAME.div@@@	For data attributes/fields where multiple values can be selected this special code displays all the selected values enclosed by HTML DIV tags.
@@@ATTRIBUTENAME.titles@@@	For data attributes/fields where a single or multiple web content management system content items are selected the content item titles are displayed.
@@@ATTRIBUTENAME.links@@@	For data attributes/fields where a single or multiple web content management system content items are selected the content item titles with hyperlinks are displayed.
@@@ATTRIBUTENAME.select@@@	For data attributes/fields where a number of options are defined a select box with the data attribute's/field's options are displayed.
@@@ATTRIBUTENAME.radio@@@	For data attributes/fields where a number of options are defined radio buttons for the data attribute's/field's options are displayed.
@@@ATTRIBUTENAME.checkbox@@@	For data attributes/fields where a number of options are defined checkboxes for the data

	attribute's/field's options are displayed.

Finally, you may want to create hyperlinks for each data item to display all data attributes/fields for the data item. The hyperlink to display a web page for a data item is:

/data.aspx?database=DATABASENAME&id=@@@id@@@

The "DATABASENAME" must be the exact name of the special content database for the data item to be displayed.

Besides adding/editing these special HTML codes, you can use the visual web content editor to add other content and arrange it and the special code just like any other content.

6.4.1.4 View Data Page

A special website page can be used to view a single special content database data item. The hyperlink to display a web page for a data item is:

/data.aspx?database=DATABASENAME&id=ID

The "DATABASENAME" must be the exact name of the special content database and "ID" must be the id (as displayed on the content databases administration index page for the special content database) for the data item to be displayed.

The special content database data item is displayed using the "Default view data page" configured for the special content database. The "Default view data page" must include special codes to display the special content database data item attributes/fields. The special codes to be used are the same as used for the "Default search results entry". Please see 6.4.1.3 Search Results Entry for details.

6.4.2 Posting Database Content

Similar to how web page contact forms etc. can be used to collect data from your website visitors and to email the data to you, web page content forms etc. can also post the data to your special content databases.

For example, use a booking form to take online booking requests from your website visitors and store the booking requests in a special content database. You can also update your special content database to confirm bookings etc. Or create a questions and answers database for personal enquiries and replies from/to your website visitors.

The HTML code for a simple example booking form and what the different HTML codes mean are:

<FORM action=/post.aspx?database=DATABASENAME method=post enctype=”multipart/form-data”>	Defines the web address of the Asbru Web Content Management script/program, which posts web forms to the web content management system, and defines which special content database to post the data to. The "DATABASENAME" must be the exact name of your special content database. The enctype=”multipart/form-data”

	attribute is only required if the form includes file upload attributes.
Message:	Displays the text “Message:”.
<INPUT size=20 name=ATTRIBUTENAME>	Defines that your website visitors can enter text into a 20 characters wide text input field named “ATTRIBUTENAME”. If your special content database contains a data attribute/field with this exact name the posted data will be added to your special content database.
<INPUT type=submit value=Post>	Displays a button with the text “Post”, which your website visitors select to submit the data form.
<INPUT type=hidden name=redirect value=/page.aspx?id=123>	Defines that the web page "/page.aspx?id=123" should be displayed when the data form has been posted. If the redirect value URL ends with a “=” then the created data item’s id will automatically be appended to the URL.
</FORM>	Defines the end of the data form.

Your data forms should always include a "database" input field and one or more data attribute/field input fields. You can include any number and type of input fields for different data attributes/fields in your special content database.

PHP version only: Please note that data form input fields for multiple values (select multiple, radio buttons and checkboxes) must have a pair of angled parentheses appended to the name to work correctly. For example "ATTRIBUTENAME[]". Otherwise, only one of the selected data values will be posted to the web server and stored in the special content database.

Optionally, you may also want the posted data to be emailed to the special content database website administrators:

<INPUT type=hidden name=email_notification value=yes>	Defines that an email notification should be sent to the special content database website administrators when the data form has been posted.
<INPUT type=hidden name=email_template value=12345>	Defines that the content item with id "12345" should be emailed to the special content database website administrators when the data form has been posted. Special codes such as @@@ATTRIBUTENAME@@@ etc. in the email template content item are replaced with the posted data.

Optionally, if the special content database has “image” and/or “file” attributes/fields, the website visitors can be given access to upload files to the website:

<INPUT type=file name=ATTRIBUTENAME>	Defines that your website visitors can select a file from their local computer and upload it to your website in a file upload input field named "ATTRIBUTENAME". If your special content database contains a data attribute/field with this exact name, and if the uploaded file is in one of your configured valid image formats or file formats, then the uploaded file will be added as a new "image" or "file"content item in the Media Library, and your special content database attribute/field will be set to that content item.
<INPUT type=hidden name=ATTRIBUTENAME_id value="123">	Defines that the new content item added for the uploaded file should be created as a copy of the existing content item with id "123". Please note that this input field is required and the given content item must exist, and the website visitor must have "create" access permissions for the given content item – otherwise, the uploaded file will simply be ignored.
<INPUT type=text name=ATTRIBUTENAME_title value="">	Defines an input field for the website visitor to enter a title for the uploaded file. This input field is optional. If this input field is not used or the website visitor does not enter a title then the content item title will be the uploaded file's name.

6.4.2.1 Conditional Posting Of Database Content

Optionally, you may only want the posted data to be stored if it meets given criteria. Invalid posted data may simply be ignored or the website user can be redirected to a given web page if the posted data are invalid.

Please note that this conditional posting functionality is only for simple "equals" and "not equals" validation of posted data. Please see the next section for more advanced data validation.

<INPUT type=text name= ATTRIBUTENAME1> <INPUT type=text name= ATTRIBUTENAME2> <INPUT type=hidden name=if value="###ATTRIBUTENAME1###=###ATTRIBUTENAME2###">	Defines that the posted data should only be stored if the two entered attributes addresses are the same. For example to validate an entered email address.
<INPUT type=text name= ATTRIBUTENAME1> <INPUT type=text name= ATTRIBUTENAME2> <INPUT type=hidden name=if	Defines that the posted data should only be stored if the two entered attributes are different ("!=").

value=”###ATTRIBUTENAME1###!=###ATTRIBUTENAME2###”>	
<INPUT type=text name= ATTRIBUTENAME1> <INPUT type=text name= ATTRIBUTENAME2> <INPUT type=hidden name=if value=”###ATTRIBUTENAME1###”=###ATTRIBUTENAME2###”> <INPUT type=hidden name=if value=”###ATTRIBUTENAME1###!=”> <INPUT type=hidden name=if value=”###ATTRIBUTENAME2###!=”>	Defines that the posted data should only be stored if the two entered attributes are the same and if they are not blank. For example to validate an entered email address.
<INPUT type=text name= ATTRIBUTENAME1> <INPUT type=text name= ATTRIBUTENAME2> <INPUT type=hidden name=if value=”###ATTRIBUTENAME1###=###ATTRIBUTENAME2###”> <INPUT type=hidden name= redirect_invalid value=/page.jsp?id=123>	Defines that the posted data should only be stored if the two entered attributes addresses are the same. For example to validate an entered email address. Otherwise, the website use should be redirected to the given “redirect_invalid” website address. An additional parameter which lists the invalid attribute names will automatically be appended to the given website address. For example “/page.jsp?id=123&invalid= ATTRIBUTENAME1, ATTRIBUTENAME2”. This can be used to tell the website user which of the posted data is invalid.
<INPUT type=text name= ATTRIBUTENAME1> <INPUT type=text name= ATTRIBUTENAME2> <INPUT type=hidden name=if value=”###ATTRIBUTENAME1###=###ATTRIBUTENAME2###”> <INPUT type=hidden name= redirect_invalid value=/page.jsp?id=123&ATTRIBUTENAME1=##ATTRIBUTENAME1##&ATTRIBUTENAME2=##ATTRIBUTENAME2##>	Defines that the posted data should only be stored if the two entered attributes addresses are the same. For example to validate an entered email address. Otherwise, the website use should be redirected to the given “redirect_invalid” website address. The posted data are passed on to the redirection web page. Please note that the redirection website address only uses “##ATTRIBUTENAME1##” and “##ATTRIBUTENAME2##” special codes with two “#” characters instead of the normal “###ATTRIBUTENAME1###” and “###ATTRIBUTENAME2##” special codes with three “#” characters.

6.4.2.1 Validation Of Posted Of Database Content

Optionally, you may only want the posted data to be stored if it meets given criteria. Invalid posted data may simply be ignored or the website user can be redirected to a given web page if the posted data are invalid.

<INPUT type=text name= ATTRIBUTENAME1> <INPUT type=hidden name=validate_ATTRIBUTENAME1 value=”text”> <INPUT type=text name= ATTRIBUTENAME2> <INPUT type=hidden name=validate_ATTRIBUTENAME2 value=”text”> <INPUT type=hidden name= redirect_invalid value=/page.jsp?id=123>	Defines that the posted data should only be stored if some text(/numbers) is entered for the two attributes. Otherwise, the website use should be redirected to the given “redirect_invalid” website address. An additional parameter which lists the invalid attribute names will automatically be appended to the given website address. For example “/page.jsp?id=123&invalid= ATTRIBUTENAME1, ATTRIBUTENAME2”. This can be used to tell the website user which of the posted data is invalid.
<INPUT type=text name= ATTRIBUTENAME1> <INPUT type=hidden name=validate_ATTRIBUTENAME1 value=”text”> <INPUT type=text name= ATTRIBUTENAME2> <INPUT type=hidden name=validate_ATTRIBUTENAME2 value=”text”> <INPUT type=hidden name= redirect_invalid value=/page.jsp?id=123&ATTRIBUTENAME1=##ATTRIBUTENAME1##&ATTRIBUTENAME2=##ATTRIBUTENAME2##>	Defines that the posted data should only be stored if some text(/numbers) is entered for the two attributes. Otherwise, the website use should be redirected to the given “redirect_invalid” website address. The posted data are passed on to the redirection web page. Please note that the redirection website address only uses “##ATTRIBUTENAME1##” and “## ATTRIBUTENAME2##” special codes with two “#” characters instead of the normal “###ATTRIBUTENAME1###” and “###ATTRIBUTENAME2##” special codes with three “#” characters.
<INPUT type=text name= ATTRIBUTENAME> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”number”>	Defines that the posted “ATTRIBUTENAME“ data should be a number.
<INPUT type=text name= ATTRIBUTENAME> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”datetime”>	Defines that the posted “ATTRIBUTENAME“ data should be in date/time format (“yyyy-mm-dd HH:MM:SS”).
<INPUT type=text name= ATTRIBUTENAME> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”date”>	Defines that the posted “ATTRIBUTENAME“ data should be in date format (“yyyy-mm-dd”).
<INPUT type=text name= ATTRIBUTENAME> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”time”>	Defines that the posted “ATTRIBUTENAME“ data should be in time format (“HH:MM:SS”).
<INPUT type=text name=	Defines that the posted

ATTRIBUTENAME> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”text!=TEST”>	“ATTRIBUTENAME“ data should be some text other than the text “TEST”.
<INPUT type=text name= ATTRIBUTENAME> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”number>0”>	Defines that the posted “ATTRIBUTENAME“ data should a positive number (larger than 0).
<INPUT type=text name= ATTRIBUTENAME> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”number<0”>	Defines that the posted “ATTRIBUTENAME“ data should a negative number (less than 0).
<INPUT type=text name= ATTRIBUTENAME> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”number>=1”> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”number<=10”>	Defines that the posted “ATTRIBUTENAME“ data should a number between 1 and 10.
<INPUT type=text name= ATTRIBUTENAME1> <INPUT type=hidden name=validate_ATTRIBUTENAME1 value=”number!=ATTRIBUTENAME2”> <INPUT type=text name= ATTRIBUTENAME2> <INPUT type=hidden name=validate_ATTRIBUTENAME2 value=”number!=ATTRIBUTENAME1”>	Defines that the posted “ATTRIBUTENAME1“ and “ATTRIBUTENAME2“ data should be numbers and that they should be different.
<INPUT type=text name= ATTRIBUTENAME1> <INPUT type=hidden name=validate_ATTRIBUTENAME1 value=”number<ATTRIBUTENAME2”> <INPUT type=text name= ATTRIBUTENAME2> <INPUT type=hidden name=validate_ATTRIBUTENAME2 value=”number>ATTRIBUTENAME1”>	Defines that the posted “ATTRIBUTENAME1“ and “ATTRIBUTENAME2“ data should be numbers and that “ATTRIBUTENAME1“ should be less than “ATTRIBUTENAME2“.
<INPUT type=text name= ATTRIBUTENAME> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”datetime>@@@now:format=YYYY-MM-DD hh:mm:ss@@@”>	Defines that the posted “ATTRIBUTENAME“ data should be a date/time in the future.
<INPUT type=text name=	Defines that the posted

ATTRIBUTENAME> <INPUT type=hidden name=validate_ATTRIBUTENAME value=”date<@@@now:format= YYYY-MM-DD@@@”>	“ATTRIBUTENAME“ data should be a date in the past.

6.4.3 Special Codes

Data from special content databases can be listed and included on other website pages and templates etc. using special codes similar to how general website content items can be listed and included.

6.4.3.1 Include data item attribute/field

A single data attribute/field for a single data item can be included in another content item using a "@@@include:…@@@" special code:

- @@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME@@@
  Where "DATABASENAME" must be replaced with the name of your special content database; "ID" must be replaced with the id of a data item (as displayed on the content databases administration index pages); and "ATTRIBUTENAME" must be replaced with the data attribute/field name, defines where the specified data item attribute/field is to be displayed.

- @@@include:database=DATABASENAME:ATTRIBUTENAME =ATTRIBUTEVALUE:ATTRIBUTENAME2@@@
  Where "DATABASENAME" must be replaced with the name of your special content database; "ATTRIBUTENAME" must be replaced with a data attribute/field name and "ATTRIBUTEVALUE" must be replaced with a (unique) data attribute/field value; and "ATTRIBUTENAME2" must be replaced with the data attribute/field name, defines where the specified data item attribute/field (ATTRIBUTENAME2) is to be displayed. The data item displayed is the (first) data item where the ATTRIBUTENAME data attribute/field equals the ATTRIBUTEVALUE.

Optionally, data includes can be displayed using a different format than the default by specifying an additional format parameter after attribute name:

@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.br@@@	For data attributes/fields where multiple values can be selected this special code displays all the selected values separated by HTML BR tags.
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.text@@@	For data attributes/fields where multiple values can be selected this special code displays all the selected values separated by simple linebreaks. For data attributes/fields with text/HTML this special code displays the data with BR and P tags replaced with simple linebreaks (for example to edit the data in a HTML FORM TEXTAREA input field).
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.script@@@	For data attributes/fields with text/HTML this special code displays the data with BR

	and P tags replaced with Javascript encoded/escaped linebreaks (for example to edit the data in a web content editor input field).
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.html@@@	For data attributes/fields with text/HTML this special code displays the data with HTML encoded special characters (for example to edit the data in a HTML FORM input field).
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.p@@@	For data attributes/fields where multiple values can be selected this special code displays all the selected values enclosed by HTML P tags.
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.div@@@	For data attributes/fields where multiple values can be selected this special code displays all the selected values enclosed by HTML DIV tags.
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.titles@@@	For data attributes/fields where a single or multiple web content management system content items are selected the content item titles are displayed.
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.links@@@	For data attributes/fields where a single or multiple web content management system content items are selected the content item titles with hyperlinks are displayed.
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.select@@@	For data attributes/fields where a number of options are defined a select box with the data attribute's/field's options are displayed.
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.radio@@@	For data attributes/fields where a number of options are defined radio buttons for the data attribute's/field's options are displayed.
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME.checkbox@@@	For data attributes/fields where a number of options are defined checkboxes for the data attribute's/field's options are displayed.

Optionally, data includes can be made conditional so that they are only displayed if a given condition is true. A data include can be made conditional by adding ":if:XXX=YYY" (replace "XXX" and "YYY" with another special code or simple text) as the last parameter after the other data include special codes described above (i.e. @@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME:if:###id###=@@@ to only display the data if the "id" website address URL parameter is blank or does not exist; or
@@@include:database=DATABASENAME:id=ID:ATTRIBUTENAME:if:###first###=0@@@ to only display the data if the "first" website address URL parameter is"0"):

:if:XXX=YYY	Defines that the data include should only be displayed if "XXX" and "YYY" are the same.
:if:XXX!=YYY	Defines that the data include should only be displayed if "XXX" and "YYY" are

	different.

6.4.3.2 List data items

Lists of data items can be included in another content item using "@@@list:…@@@" special codes:

@@@list:database=DATABASE@@@	Defines where a list of all data items in the given special content database (replace "DATABASE" with the special content database name) is to be inserted.

Optionally, data lists can be ordered by one of the data item attributes/fields in ascending or descending/reverse order. The data list order is defined by adding ":order=ATTRIBUTE" (replace "ATTRIBUTE" with the data attribute/field name) to any of the data list special codes described above (i.e. @@@list:database=DATABASE:order=ATTRIBUTE@@@):

:order=ATTRIBUTE	Defines the data list to be ordered alphabetically/numerically by the ATTRIBUTE data attribute/field in ascending order.
:order=ATTRIBUTE desc	Defines the data list to be ordered alphabetically/numerically by the ATTRIBUTE data attribute/field in descending order.

Additional parameters can be added to the "@@@list:…@@@" special code to only list data items where one or more data attributes/fields match a specific value:

:ATTRIBUTE=VALUE	Defines the list to only display data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) equals the given value (replace "VALUE" with the data attribute/field value).
:ATTRIBUTE>=VALUE	Defines the list to only display data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) is greater than or equal to the given value (replace "VALUE" with the data attribute/field value).
:ATTRIBUTE<=VALUE	Defines the list to only display data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) is less than or equal to the given value (replace "VALUE" with the data attribute/field value).
:ATTRIBUTE>VALUE	Defines the list to only display data items where the given data attribute/field (replace

	"ATTRIBUTE" with the data attribute/field name) is greater than the given value (replace "VALUE" with the data attribute/field value).
:ATTRIBUTE<VALUE	Defines the list to only display data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) is less than the given value (replace "VALUE" with the data attribute/field value).
:ATTRIBUTE in VALUE,VALUE	Defines the list to only display data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) equals one of the given values (replace each "VALUE" with a data attribute/field value - Any number of values can listed separated by commas).

Instead of specifying specific values to match data attributes/fields, additional special codes can be used to generate personalised data lists. For example, if you take online booking requests through your website, you may give your website users access to login and view their online booking requests and eventual booking confirmations:

@@@list:database=Bookings:Username=@@@user_username@@@@@@

The above special code example will list all data items in the special content database named "Bookings" where the data attribute/field named "Username" is of the data type "createdby" and its value is the currently logged in website user's username. This gives a registered, logged in website user access to view his/her own (and only his/her own) bookings.

A number different special codes can be used to match the details of the currently logged in website user.

@@@user_id@@@	Defines where the currently logged in user's id is to be inserted.
@@@user_username@@@	Defines where the currently logged in user's username is to be inserted.
@@@user_password@@@	Defines where the currently logged in user's password is to be inserted.
@@@user_email@@@	Defines where the currently logged in user's email address is to be inserted.
@@@user_name@@@	Defines where the currently logged in user's name is to be inserted.
@@@user_group@@@	Defines where the currently logged in user's primary user group is to be inserted.
@@@user_type@@@	Defines where the currently logged in user's primary user type is to be inserted.
@@@user_groups@@@	Defines where the currently logged in user's additional user groups are to be inserted.
@@@user_types@@@	Defines where the currently logged in user's

	additional user types are to be inserted.
@@@user_organisation@@@	Defines where the currently logged in user's organisation is to be inserted.
@@@user_created@@@	Defines where the currently logged in user's created date/time is to be inserted.
@@@user_updated@@@	Defines where the currently logged in user's last updated date/time is to be inserted.
@@@user_scheduled_publish@@@	Defines where the currently logged in user's scheduled activaction date/time is to be inserted.
@@@user_scheduled_notify@@@	Defines where the currently logged in user's scheduled notification date/time is to be inserted.
@@@user_scheduled_unpublish@@@	Defines where the currently logged in user's scheduled expiration date/time is to be inserted.
@@@user_card_type@@@	Defines where the currently logged in user's card type is to be inserted.
@@@user_card_number@@@	Defines where the currently logged in user's card number is to be inserted.
@@@user_card_issuedmonth@@@	Defines where the currently logged in user's card issued month is to be inserted.
@@@user_card_issuedyear@@@	Defines where the currently logged in user's card issued year is to be inserted.
@@@user_card_expirymonth@@@	Defines where the currently logged in user's card expiry month is to be inserted.
@@@user_card_expiryyear@@@	Defines where the currently logged in user's card expiry year is to be inserted.
@@@user_card_name@@@	Defines where the currently logged in user's card name is to be inserted.
@@@user_card_cvc@@@	Defines where the currently logged in user's card CVC code is to be inserted.
@@@user_card_issue@@@	Defines where the currently logged in user's card issue code is to be inserted.
@@@user_card_postalcode@@@	Defines where the currently logged in user's card postal code is to be inserted.
@@@user_delivery_name@@@	Defines where the currently logged in user's delivery/work name is to be inserted.
@@@user_delivery_organisation@@@	Defines where the currently logged in user's delivery/work organisation is to be inserted.
@@@user_delivery_address@@@	Defines where the currently logged in user's delivery/work address is to be inserted.
@@@user_delivery_postalcode@@@	Defines where the currently logged in user's delivery/work postal code is to be inserted.
@@@user_delivery_city@@@	Defines where the currently logged in user's delivery/work city is to be inserted.
@@@user_delivery_state@@@	Defines where the currently logged in user's delivery/work state is to be inserted.
@@@user_delivery_country@@@	Defines where the currently logged in user's delivery/work country is to be inserted.

@@@user_delivery_phone@@@	Defines where the currently logged in user's delivery/work phone number is to be inserted.
@@@user_delivery_fax@@@	Defines where the currently logged in user's delivery/work fax number is to be inserted.
@@@user_delivery_email@@@	Defines where the currently logged in user's delivery/work email address is to be inserted.
@@@user_delivery_website@@@	Defines where the currently logged in user's delivery/work website adress is to be inserted.
@@@user_invoice_name@@@	Defines where the currently logged in user's invoice/home name is to be inserted.
@@@user_invoice_organisation@@@	Defines where the currently logged in user's invoice/home organisation is to be inserted.
@@@user_invoice_address@@@	Defines where the currently logged in user's invoice/home address is to be inserted.
@@@user_invoice_postalcode@@@	Defines where the currently logged in user's invoice/home postal code is to be inserted.
@@@user_invoice_city@@@	Defines where the currently logged in user's invoice/home city is to be inserted.
@@@user_invoice_state@@@	Defines where the currently logged in user's invoice/home state is to be inserted.
@@@user_invoice_country@@@	Defines where the currently logged in user's invoice/home country is to be inserted.
@@@user_invoice_phone@@@	Defines where the currently logged in user's invoice/home phone number is to be inserted.
@@@user_invoice_fax@@@	Defines where the currently logged in user's invoice/home fax number is to be inserted.
@@@user_invoice_email@@@	Defines where the currently logged in user's invoice/home email address is to be inserted.
@@@user_invoice_website@@@	Defines where the currently logged in user's invoice/home website address is to be inserted.
@@@user_notes@@@	Defines where the currently logged in user's notes is to be inserted.
@@@user_XXXXX@@@	Defines where the currently logged in user's custom user attribute (replace "XXXXX" with the custom user attribute name) is to be inserted.

Optionally, data lists can be made conditional so that they are only displayed if a given condition is true. A data list can be made conditional by adding ":if:XXX=YYY" (replace "XXX" and "YYY" with a special code or simple text) as the last parameter after any of the other data list special codes described above (i.e. @@@list:database=Bookings:if:###id###=@@@ to only list bookings if the "id" website address URL parameter is blank or does not exist):

:if:XXX=YYY	Defines that the data list should only be displayed if “XXX” and “YYY” are the same.
:if:XXX!=YYY	Defines that the data list should only be displayed if “XXX” and “YYY” are different.

As default each data item in data lists is displayed using the "Default search results entry" special page configured for the special content database.

Optionally, any other content item can be used to display each data item included in the data list instead of the "Default search results entry" by adding “:entry=ID” (replace “ID” with a content item id) to any of the data list special codes described above (i.e. @@@list:database=DATABASE:order=ATTRIBUTE:entry=123@@@). The data entry content item must include special codes to display the data item attributes/fields. Please see 6.4.1.3 Search Results Entry for details.

Alternatively, for simple display of each data item included in the data list a number of pre-defined display formats can be used. For simple lists this avoids you having to create a separate list entry special page to display the list data items – the web content management simply uses one of its own internal, pre-defined formats:

:entry=ID	Defines that each list data item should be displayed using the given special page (replace “ID” with a content item id) as a mini-template.
:entry=ATTRIBUTE.TAG	Defines that the given attribute (replace “ATTRIBUTE” with a data item attribute name) for each list data item should be displayed enclosed/followed by the given HTML tag (replace “TAG” with “div”, “p”, “span”, “li”, “th”, “td” or “br”) or a simple linebreak (replace “TAG” with “text”).
:entry=ATTRIBUTE.TAG.CLASS	Defines that the given attribute (replace “ATTRIBUTE” with a data item attribute name) for each list data item should be displayed enclosed/followed by the given HTML tag (replace “TAG” with “div”, “p”, “span”, “li”, “th” or “td”) with the given class name (replace “CLASS” with a class name).
:entry=ATTRIBUTE.link	Defines that the given attribute (replace “ATTRIBUTE” with a data item attribute name) for each list data item should be displayed as a hyperlink for the data item.
:entry=ATTRIBUTE.link.CLASS	Defines that the given attribute (replace “ATTRIBUTE” with a data item attribute name) for each list data item should be displayed as a hyperlink with the given class name (replace “CLASS” with a class name)

	for the data item.
:entry=ATTRIBUTE.image	Defines that the given attribute (replace "ATTRIBUTE" with a data item attribute name with an image id value) for each list data item should be displayed as an image.
:entry=ATTRIBUTE.image.CLASS	Defines that the given attribute (replace "ATTRIBUTE" with a data item attribute name with an image id value) for each list data item should be displayed as an image with the given class name (replace "CLASS" with a class name) for the data item.
:entry=ATTRIBUTE.option	Defines that the given attribute for each list data item should be displayed as a HTML FORM SELECT OPTION tag where both the OPTION value and text is the given data item attribute's value (replace "ATTRIBUTE" with a data item attribute name) .
:entry=ATTRIBUTE.option.selected	Defines that the given attribute for each list data item should be displayed as a HTML FORM SELECT OPTION tag where both the OPTION value and text is the given data item attribute's value (replace "ATTRIBUTE" with a data item attribute name) and the OPTION is "selected".
:entry=VALUEATTRIBUTE.TEXTATTRIBUTE.option	Defines that the given attributes for each list data item should be displayed as a HTML FORM SELECT OPTION tag where the OPTION value and text is the given data item attributes' values (replace "VALUEATTRIBUTE" and "TEXTATTRIBUTE" with data item attribute names).
:entry=VALUEATTRIBUTE.TEXTATTRIBUTE.option.selected	Defines that the given attribute for each list data item should be displayed as a HTML FORM SELECT OPTION tag where the OPTION value and text is the given data item attributes' value (replace "VALUEATTRIBUTE" and "TEXTATTRIBUTE" with data item attribute names) and the OPTION is "selected".
:entry=ATTRIBUTE.INPUTNAME.checkbox	Defines that the given attribute for each list data item should be displayed as a HTML FORM CHECKBOX INPUT tag with the given input name (replace "INPUTNAME" with a HTML FORM INPUT name) where both the CHECKBOX value and text is the given data item attribute's value (replace "ATTRIBUTE" with a data item attribute

	name) .
:entry=ATTRIBUTE.INPUTNAME.checkbox .checked	Defines that the given attribute for each list data item should be displayed as a HTML FORM CHECKBOX INPUT tag with the given input name (replace “INPUTNAME” with a HTML FORM INPUT name) where both the CHECKBOX value and text is the given data item attribute’s value (replace “ATTRIBUTE” with a data item attribute name) and the CHECKBOX is “checked”.
:entry=VALUEATTRIBUTE.TEXTATTRIB UTE.INPUTNAME.checkbox	Defines that the given attributes for each list data item should be displayed as a HTML FORM CHECKBOX INPUT tag with the given input name (replace “INPUTNAME” with a HTML FORM INPUT name) where the CHECKBOX value and text is the given data item attributes’ values (replace “VALUEATTRIBUTE” and “TEXTATTRIBUTE” with data item attribute names).
:entry=VALUEATTRIBUTE.TEXTATTRIB UTE.INPUTNAME.checkbox.checked	Defines that the given attribute for each list data item should be displayed as a HTML FORM CHECKBOX INPUT tag with the given input name (replace “INPUTNAME” with a HTML FORM INPUT name) where the CHECKBOX value and text is the given data item attributes’ value (replace “VALUEATTRIBUTE” and “TEXTATTRIBUTE” with data item attribute names) and the CHECKBOX is “checked”.
:entry=ATTRIBUTE.INPUTNAME.radio	Defines that the given attribute for each list data item should be displayed as a HTML FORM RADIO BUTTON INPUT tag with the given input name (replace “INPUTNAME” with a HTML FORM INPUT name) where both the RADIO BUTTON value and text is the given data item attribute’s value (replace “ATTRIBUTE” with a data item attribute name) .
:entry=ATTRIBUTE.INPUTNAME.radio.che cked	Defines that the given attribute for each list data item should be displayed as a HTML FORM RADIO BUTTON INPUT tag with the given input name (replace “INPUTNAME” with a HTML FORM INPUT name) where both the RADIO BUTTON value and text is the given data item attribute’s value (replace “ATTRIBUTE” with a data item attribute name) and the RADIO BUTTON is

	"checked".
:entry=VALUEATTRIBUTE.TEXTATTRIBUTE.INPUTNAME.radio	Defines that the given attributes for each list data item should be displayed as a HTML FORM RADIO BUTTON INPUT tag with the given input name (replace "INPUTNAME" with a HTML FORM INPUT name) where the RADIO BUTTON value and text is the given data item attributes' values (replace "VALUEATTRIBUTE" and "TEXTATTRIBUTE" with data item attribute names).
:entry=VALUEATTRIBUTE.TEXTATTRIBUTE.INPUTNAME.radio.checked	Defines that the given attribute for each list data item should be displayed as a HTML FORM RADIO BUTTON INPUT tag with the given input name (replace "INPUTNAME" with a HTML FORM INPUT name) where the RADIO BUTTON value and text is the given data item attributes' value (replace "VALUEATTRIBUTE" and "TEXTATTRIBUTE" with data item attribute names) and the RADIO BUTTON is "checked".

6.4.3.3 Summarize data items

Summary data in the form of the count, sum, average, minimum and maximum of data item attribute/field values can be calculated and included in content items using special codes similar to @@@list:…@@@ special codes.

@@@count:database=DATABASE@@@	Counts the number of data items in the special content database (replace "DATABASE" with the special content database name) and defines where the number of data items is to be inserted.
@@@sum:database=DATABASE :data=ATTRIBUTE@@@	Defines where the sum of all the numeric data attribute/field values (replace "ATTRIBUTE" with the data attribute/field name) in the special content database (replace "DATABASE" with the special content database name) is to be inserted.
@@@avg:database=DATABASE :data=ATTRIBUTE@@@	Defines where the average value of all the numeric data attribute/field values (replace "ATTRIBUTE" with the data attribute/field name) in the special content database (replace "DATABASE" with the special content database name) is to be inserted.
@@@min:database=DATABASE :data=ATTRIBUTE@@@	Defines where the minimum value of all the numeric data attribute/field values (replace "ATTRIBUTE" with the data attribute/field

	name) in the special content database (replace “DATABASE” with the special content database name) is to be inserted.
@@@max:database=DATABASE :data=ATTRIBUTE@@@	Defines where the maximum value of all the numeric data attribute/field values (replace "ATTRIBUTE" with the data attribute/field name) in the special content database (replace “DATABASE” with the special content database name) is to be inserted.

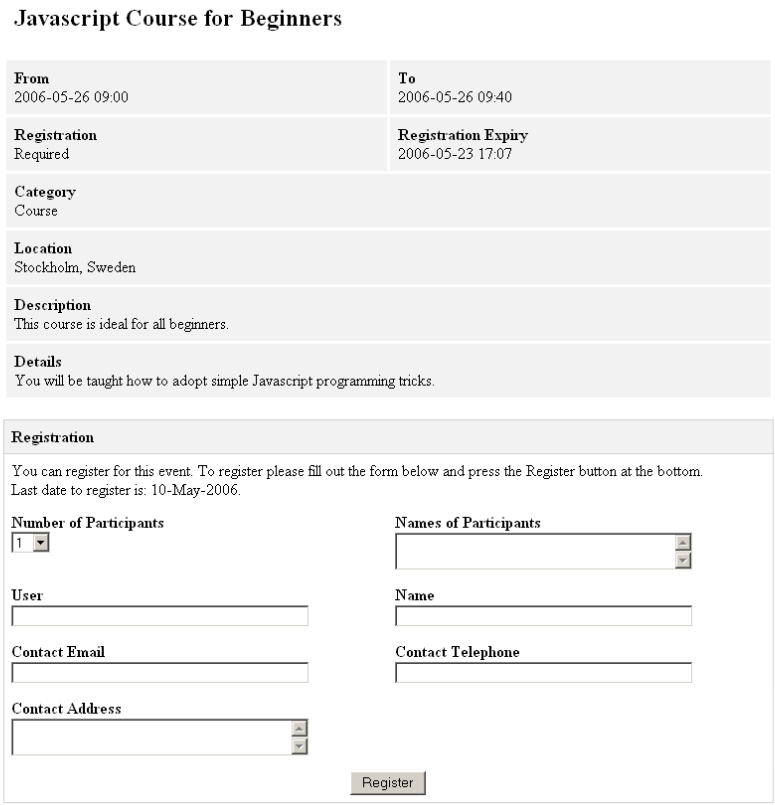
Additional parameters can be added to the "@@@count:…@@@", "@@@sum:…@@@", "@@@avg:…@@@", "@@@min:…@@@" and "@@@max:…@@@" special codes to only summarise data items where one or more data attributes/fields match a specific value:

:ATTRIBUTE=VALUE	Defines to only summarise data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) equals the given value (replace "VALUE" with the data attribute/field value).	
:ATTRIBUTE>=VALUE	Defines to only summarise data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) is greater than or equal to the given value (replace "VALUE" with the data attribute/field value).	
:ATTRIBUTE<=VALUE	Defines to only summarise data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) is less than or equal to the given value (replace "VALUE" with the data attribute/field value).	
:ATTRIBUTE>VALUE	Defines to only summarise data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) is greater than the given value (replace "VALUE" with the data attribute/field value).	
:ATTRIBUTE<VALUE	Defines to only summarise data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) is less than the given value (replace "VALUE" with the data attribute/field value).	
:ATTRIBUTE in VALUE,VALUE	Defines to only summarise data items where the given data attribute/field (replace "ATTRIBUTE" with the data attribute/field name) equals one of the given values (replace each "VALUE" with a data attribute/field value - Any number of values can listed separated by commas).	

6.5 Events Calendar functionality

The Events Calendar application gives website visitors access to view and search for events in various categories and locations. Website visitors can register for events and if they are logged in when registering they will be able to see, which events they have registered for. Events Calendar managers have access to add new events, edit events and view lists of users registered for each event.

The default Events Calendar functionality is designed to meet the typical requirements for such functionality. However, the Event Calendar functionality is fully customisable to meet your specific requirements.



6.5.1 Database Import

The Events Calendar application consists of a number of pre-defined web pages and custom content databases, which are imported to your website through the web content management system's database import web page (Configuration / System / Database / Initialize & Import). Select the "Add add-on module data to existing website" option and the "Databases Add-On - Events Calendar" data server file and select the "Initialize & Import" button to import the Events Calendar data to your existing website.

After importing the data, all the Events Calendar web pages are located under the Events group; an Events user group will have been added to the User Database; and Events and Registrations content databases will have been created.

You can easily customise the Events Calendar content databases and web pages to meet your specific requirements. The Events Calendar web pages are edited just like other web pages in the web content management system and are described in the following sections.

To link the Events Calendar functionality to your existing website, simply insert a link to the main event content page described below on your existing website pages/menus.

6.5.2 Public Website Visitor Pages

The Events Calendar application consists of the following public pages, which all website visitors have access to as default. Optionally, if the Events Calendar is to be used on an Intranet website or similar you may want to set access restrictions on these web pages.

- Events
  The main events content page, which provides a list with future events, search functionality and access to view further information for each event. Event managers logged into the system will have access to edit events and see lists of registered users for each event through this page.

- Past Events
  A content page, which provides a list with past events.

- Event Summary Entry
  A special content page, that is used to display a summary for each of the events.

- Event Item
  A special content page, that is used to display all the details for an event. If registration for the event is possible an event registration form will also be displayed.

- Event Registration Form
  A form content page, which enables users to register for an event. The form is displayed if registration is open for the selected event.

- Event Registration Form
  A special content form page, which enables users to register for an event. The form is displayed if registration is open for the selected event.

- Event Registration Thank You
  A content page, which confirms a user's registration for an event.

- Event Registration Closed
  A content page, which informs the user that registration for the selected event is closed.

- Event Search Results
  A special content page, which displays all the events for a specified date, future period or keyword.

- Advanced Search
  A special content form page, which enables users to search for an event with a specified keyword, location, category, date range and registration requirement.

- Advanced Search Results
  A special content page, which displays all the events for a specified keyword, location, category, date range and registration requirement.

- Events RSS Feed
  RSS Feed for future events, which website visitors can subscribe to for automatic notifications of new events through their RSS reader software/service.

6.5.3 Access Restricted Website User Pages

The Events Calendar application consists of the following access restricted website pages, which only registered website users have access to.

- Logged In As
  A special content page, which displays the user's username, a link to their registrations and a logout link.

- My Registrations
  A special content page, which displays a list with all the registrations of the user logged into the Events application.

- My Registrations Summary Entry
  A special content page, that is used to display a summary for each of a user's registrations.

- Registration User Entry
  A special content page, that is used to display full details for a registration for an event.

6.5.4 Events Calendar Manager Pages

The superadmin website administrator and users in the Events user group have access to manage events through the pages listed below.

- Add New Event
  The form content page, which enables event managers to create a new event.

- Add New Event Thank You
  A content page, which confirms the creation of a new event.

- Edit/Registrations Link
  A special content page with a link to edit an event and to view registrations for an event.

- Edit Event
  A form content page, which enables event managers to edit an event.

- Edit Event Thank You
  A content page, which confirms that an event has been changed and displays the amended details for the event.

- Registrations for: ###title###
  A special content page, which displays registered users and details for the event with the title ###title###.

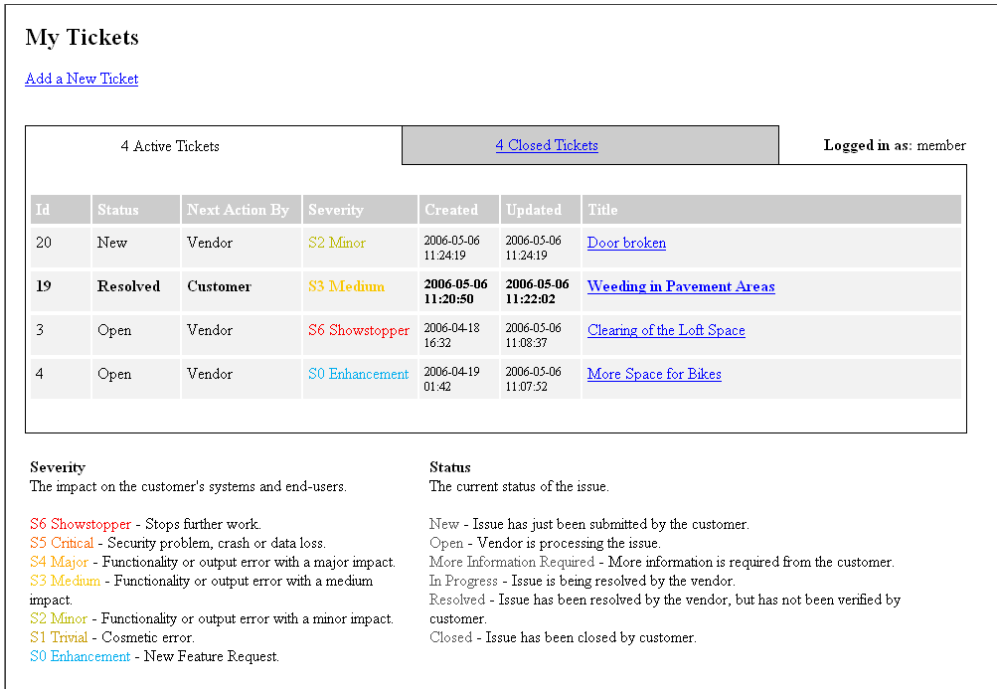
- Registration Summary Entry
  A special content page, which is used to display a summary of a user's registration.

6.6 Support Tickets functionality

The Support Tickets application gives website users access to submit error reports and enhancement requests etc. and to view the progress in resolving their reported errors and enhancements etc. As a Support Tickets administrator you have access to prioritize reported

issues internally by urgency, risk and frequency. You can also request further information from the users, assign issues to users/administrators who are responsible for handling the issues, and search for active and closed tickets.

The default Support Tickets functionality is designed to meet the typical requirements for such functionality. However, the Support Tickets functionality is fully customisable to meet your specific requirements.



My Tickets

Add a New Ticket

4 Active Tickets | 4 Closed Tickets | **Logged in as**: member

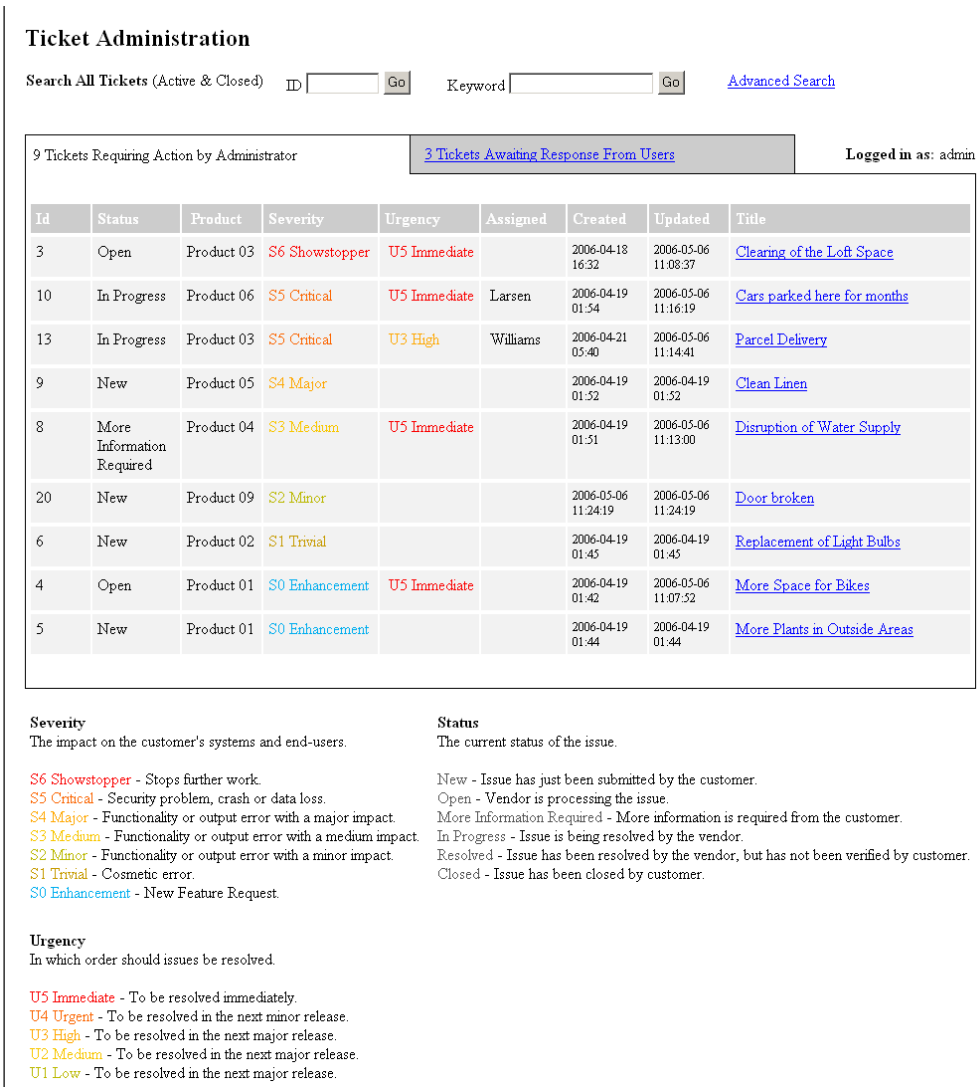
Id	Status	Next Action By	Severity	Created	Updated	Title
20	New	Vendor	S2 Minor	2006-05-06 11:24:19	2006-05-06 11:24:19	Door broken
19	**Resolved**	**Customer**	**S3 Medium**	**2006-05-06 11:20:50**	**2006-05-06 11:22:02**	**Weeding in Pavement Areas**
3	Open	Vendor	S6 Showstopper	2006-04-18 16:32	2006-05-06 11:08:37	Clearing of the Loft Space
4	Open	Vendor	S0 Enhancement	2006-04-19 01:42	2006-05-06 11:07:52	More Space for Bikes

Severity
The impact on the customer's systems and end-users.

S6 Showstopper - Stops further work.
S5 Critical - Security problem, crash or data loss.
S4 Major - Functionality or output error with a major impact.
S3 Medium - Functionality or output error with a medium impact.
S2 Minor - Functionality or output error with a minor impact.
S1 Trivial - Cosmetic error.
S0 Enhancement - New Feature Request.

Status
The current status of the issue.

New - Issue has just been submitted by the customer.
Open - Vendor is processing the issue.
More Information Required - More information is required from the customer.
In Progress - Issue is being resolved by the vendor.
Resolved - Issue has been resolved by the vendor, but has not been verified by customer.
Closed - Issue has been closed by customer.



Ticket Administration

Search All Tickets (Active & Closed) ID Go Keyword Go Advanced Search

9 Tickets Requiring Action by Administrator | 3 Tickets Awaiting Response From Users | **Logged in as**: admin

Id	Status	Product	Severity	Urgency	Assigned	Created	Updated	Title
3	Open	Product 03	S6 Showstopper	U5 Immediate		2006-04-18 16:32	2006-05-06 11:08:37	Clearing of the Loft Space
10	In Progress	Product 06	S5 Critical	U5 Immediate	Larsen	2006-04-19 01:54	2006-05-06 11:16:19	Cars parked here for months
13	In Progress	Product 03	S5 Critical	U3 High	Williams	2006-04-21 05:40	2006-05-06 11:14:41	Parcel Delivery
9	New	Product 05	S4 Major			2006-04-19 01:52	2006-04-19 01:52	Clean Linen
8	More Information Required	Product 04	S3 Medium	U5 Immediate		2006-04-19 01:51	2006-05-06 11:13:00	Disruption of Water Supply
20	New	Product 09	S2 Minor			2006-05-06 11:24:19	2006-05-06 11:24:19	Door broken
6	New	Product 02	S1 Trivial			2006-04-19 01:45	2006-04-19 01:45	Replacement of Light Bulbs
4	Open	Product 01	S0 Enhancement	U5 Immediate		2006-04-19 01:42	2006-05-06 11:07:52	More Space for Bikes
5	New	Product 01	S0 Enhancement			2006-04-19 01:44	2006-04-19 01:44	More Plants in Outside Areas

Severity
The impact on the customer's systems and end-users.

S6 Showstopper - Stops further work.
S5 Critical - Security problem, crash or data loss.
S4 Major - Functionality or output error with a major impact.
S3 Medium - Functionality or output error with a medium impact.
S2 Minor - Functionality or output error with a minor impact.
S1 Trivial - Cosmetic error.
S0 Enhancement - New Feature Request.

Urgency
In which order should issues be resolved.

U5 Immediate - To be resolved immediately.
U4 Urgent - To be resolved in the next minor release.
U3 High - To be resolved in the next major release.
U2 Medium - To be resolved in the next major release.
U1 Low - To be resolved in the next major release.

Status
The current status of the issue.

New - Issue has just been submitted by the customer.
Open - Vendor is processing the issue.
More Information Required - More information is required from the customer.
In Progress - Issue is being resolved by the vendor.
Resolved - Issue has been resolved by the vendor, but has not been verified by customer.
Closed - Issue has been closed by customer.

6.6.1 Database Import

The Support Tickets application consists of a number of pre-defined web pages and custom content databases, which are imported to your website through the web content management system's database import web page (Configuration / System / Database / Initialize & Import). Select the "Add add-on module data to existing website" option and the "Databases Add-On - Support Tickets" data server file and select the "Initialize & Import" button to import the Support Tickets data to your existing website.

After importing the data, all the Support Tickets web pages are located under the Tickets group; a Tickets user group will have been added to the User Database; and a Tickets content database will have been created.

You can easily customise the Support Tickets content database and web pages to meet your specific requirements. The Support Tickets web pages are edited just like other web pages in the web content management system and are described in the following sections.

To link the Support Tickets functionality to your existing website, simply insert a link to the main tickets content page described below on your existing website pages/menus.

6.6.2 Public Website Visitor Pages

The Support Tickets application consists of the following public pages, which all website visitors have access to as default.

- Tickets
  The main tickets content page where users can choose to login to either the customer area or the ticket administrator area.

- Codes Severity
  A content page, which explains the various severity levels that a user can select.

- Codes Status
  A content page, which explains the various status codes for a ticket.

6.6.3 Access Restricted Website User Pages

The Support Tickets application consists of the following access restricted website pages, which only registered website users have access to.

- My Active Tickets
  This page is the main ticket page for a user/customer. It provides a list with all active tickets with the New, Open, More Information Required, In Progress, New or Resolved status.

- My Active Ticket Summary Entry
  A special content page used to display a summary for each of a user's active tickets.

- Add New Ticket
  A form content page, which enables users to submit a ticket.

- Add New Ticket Thank You
  A content page, which provides a confirmation to user that a new ticket has been created.

- Update My Active Ticket
  A form content page, which enables users to update an active ticket.

- Update My Active Ticket Confirmation
  A content page, which provides a confirmation to a user that a ticket has been updated.

- My Closed Tickets
  A content page, which provides a list with all the user's tickets where the status is Closed.

- My Closed Ticket Summary Entry
  A special content page used to display a summary for each of a user's closed tickets.

- My Closed Ticket Entry
  A special content page used to display the full details for a closed ticket.

6.6.4 Support Tickets Manager Pages

The superadmin website administrator and users in the Tickets user group have access to manage events through the pages listed below.

- Ticket Administration
  The main ticket page for ticket administrators. The page provides a list with all tickets requiring action by the administrator/Vendor. It also provides ticket search facilities.

- Ticket Administration Summary Entry
  A special content page used to display an administrator summary for each ticket.

- Update Ticket
  A form content page, which enables administrators to update a ticket.

- Update Ticket Confirmation
  A content page, which provides a confirmation to an administrator that a ticket has been updated.

- New/Updated Ticket
  A special content page used for sending an email to the administrator with the details of a ticket that has been added or updated by a user or an administrator.

- Tickets Awaiting Response From Users
  A content page, which provides a list with all active tickets requiring action by users.

- Ticket Administration Search Bar
  A special content page which provides forms to search for tickets by id and keyword and contains a link to an advanced search form.

- Keyword Search Results
  A special content page, which displays a list of tickets containing a specified keyword.

- Advanced Search
  A form content page, which enables administrators to search for tickets by a number of different criteria.

- Advanced Search Results
  A special content page, which displays a list of tickets, which meet the criteria of an advanced search.

- Codes Urgency
  A content page, which explains the various status codes for a ticket.

6.7 Polls & Questionnaires functionality

The Polls & Questionnaires application enables you to set up polls and questionnaires. Through polls you can ask users a multiple choice question. How many times each of the choices was selected is presented on a Poll Results page. Through questionnaires you can ask users several multiple choice questions. The number of users who have chosen each of the choices for each question is presented on a Questionnaire results page.

6.7.1 Database Import

The Polls & Questionnaires application consists of a number of pre-defined web pages and custom content databases, which are imported to your website through the web content management system's database import web page (Configuration / System / Database / Initialize & Import). Select the "Add add-on module data to existing website" option and the "Databases Add-On - Polls and Questionnaires " data server file and select the "Initialize & Import" button to import the Polls & Questionnaires data to your existing website.

After importing the data, all the Polls & Questionnaires web pages are located under the Poll and Questionnaire groups; and Poll and Questionnaire content databases will have been created.

You can easily customise the Poll and Questionnaire content database and web pages to meet your specific requirements. The Poll and Questionnaire web pages are edited just like other web pages in the web content management system and are described in the following sections.

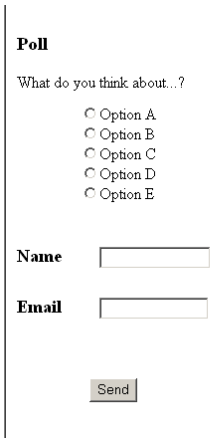
To link the Poll and Questionnaire functionality to your existing website, simply insert links to the main poll and questionnaire content pages described below on your existing website pages/menus.

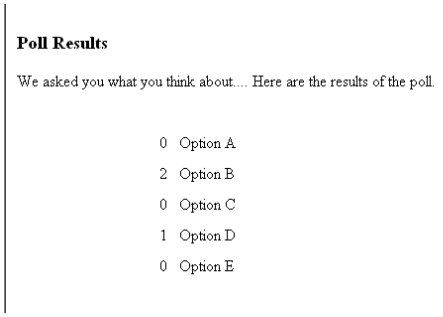
6.7.2 Poll Pages

The Poll application consists of the following public pages, which all website visitors have access to as default.

- Poll Form
  A form content page with one question and 5 choices. Change this page so that it contains your question and your choices.

- Poll Results
  A content page, which shows how many times each of the 5 choices were selected across all users.





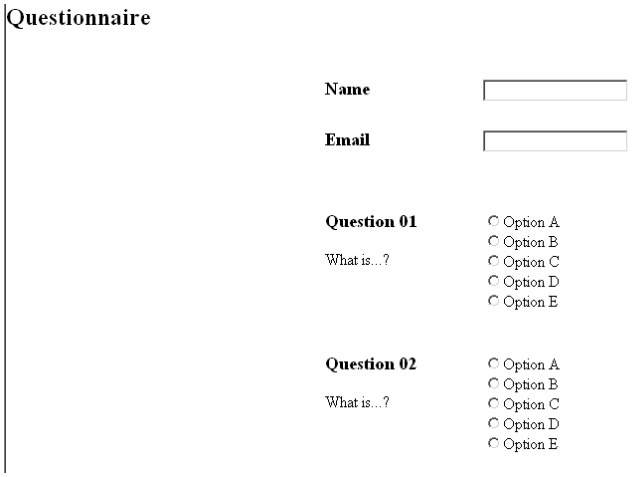
6.7.3 Questionnaire Pages

The Questionnaire application consists of the following public pages, which all website visitors have access to as default.

- Questionnaire Form
  A form content page with 10 questions and 5 choices for each of the 10 questions. Change this page so that it contains your questions and your choices.

- Questionnaire Form Received
  A special content page used as a template for an email sent to superadmin every time the questionnaire form is submitted by a user.

- Questionnaire Results
  A content page, which for every question shows how many times each of the 5 choices were selected across all users.



Question 09 What is...?	○ Option A ○ Option B ○ Option C ○ Option D ○ Option E
Question 10 What is...?	○ Option A ○ Option B ○ Option C ○ Option D ○ Option E

Send

Questionnaire Results

Question	Count Answer
Question 01 What is...?	0 Option A 2 Option B 1 Option C 0 Option D 0 Option E
Question 02 What is...?	0 Option A 0 Option B 2 Option C 1 Option D 0 Option E
Question 09 What is...?	1 Option A 0 Option B 1 Option C 0 Option D 1 Option E
Question 10 What is...?	0 Option A 2 Option B 0 Option C 0 Option D 1 Option E

Send

7 Statistics Add-On module

With the Statistics Add-On module website administrators have access to view usage statistics for how your website visitors use your website. This may give you valuable information on your users'/customers' interests as well as on your website and how to eventually improve your website.

The usage statistics are collected and reported in real-time so that the available data are always up to date. You can see who is using your website right now or you can view data for longer/older periods of time.

A wide variety of usage statistics data are available:

- What content your website visitors access on your website – viewed web pages and images as well as downloaded files.

- When your website visitors are visiting your website – at what time of the day, week, month and year.

- Who your website visitors are – from which countries they are visiting and which operating systems and web browsers they are using.

- Why your website visitors visit your website – search engines and other website which your website visitors come from.

- How your website visitors use your website – start and exit web pages and paths from web page to web page(/image/file) as well as time spent on each visit and each individual web page – average/common data for your website visitors or specific details for each individual website visitor.

7.1 Download and Installation

The Statistics Add-On Module program files are included in the basic Asbru Web Content Management system packages available for download from the Asbru website (www.asbrusoft.com). Please see 1.2 Download and Installation and 1.5 Upgrades for details on downloading, installing and upgrading the Asbru Web Content Management system.

Please note that collecting and reporting usage statistics data may be resource demanding, so your website should have sufficient spare resources before enabling usage statistics for your website. A small, lightly-used website may not require special resources, but a large, heavily-used website may require significant resources. Your website must have sufficient CPU processing power to collect, store and report usage statistics data for all your website visitors' actions on your website. Your website database must have sufficient storage space to store the usage statistics data. Without sufficient resources your website will be slower to use for your website visitors and the usage statistics reports will take longer to generate and view for your website administrators.

7.2 Configuration

7.2.1 License

To use the Statistics Add-On module you must obtain a license from Asbru (www.asbrusoft.com) and configure your license. The license may also be provided by your

web hosting provider, if they have provided you with the Asbru Web Content Management system. Please see 1.3.3 License for details on configuring your Statistics Add-On module license key.

7.2.2 Usage Statistics

When your Statistics Add-On module license key has been configured, you have access to configure which usage statistics data to collect and for how long a period as well as which website administrators shall have access to view the usage statistics.

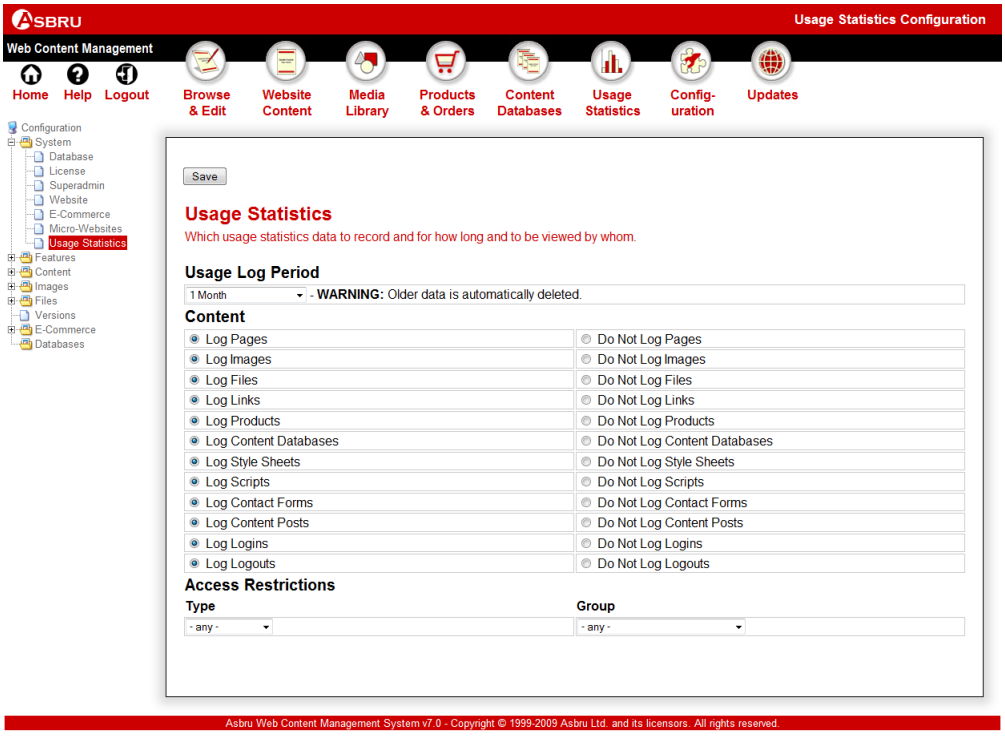
Select the Configuration – Usage Statistics menu item link to configure the usage statistics for your website.

Your usage statistics configuration options are:

- Period
  For how long a period of time the collected usage statistics data should be kept in the web content management system database. (To limit the CPU processing power and storage space resource demands on your website you may want to select a shorter period).

- Content
  Which content items to collect usage statistics for. (To limit the CPU processing power and storage space resource demands on your website you may want to disable usage statistics for some content items – i.e. images).

- Access Restrictions
  Which website administrator user group and/or type should have access to view the usage statistics. If you have multiple website administrators, you may not want all website administrators to have access to the detailed usage statistics for your website visitors.



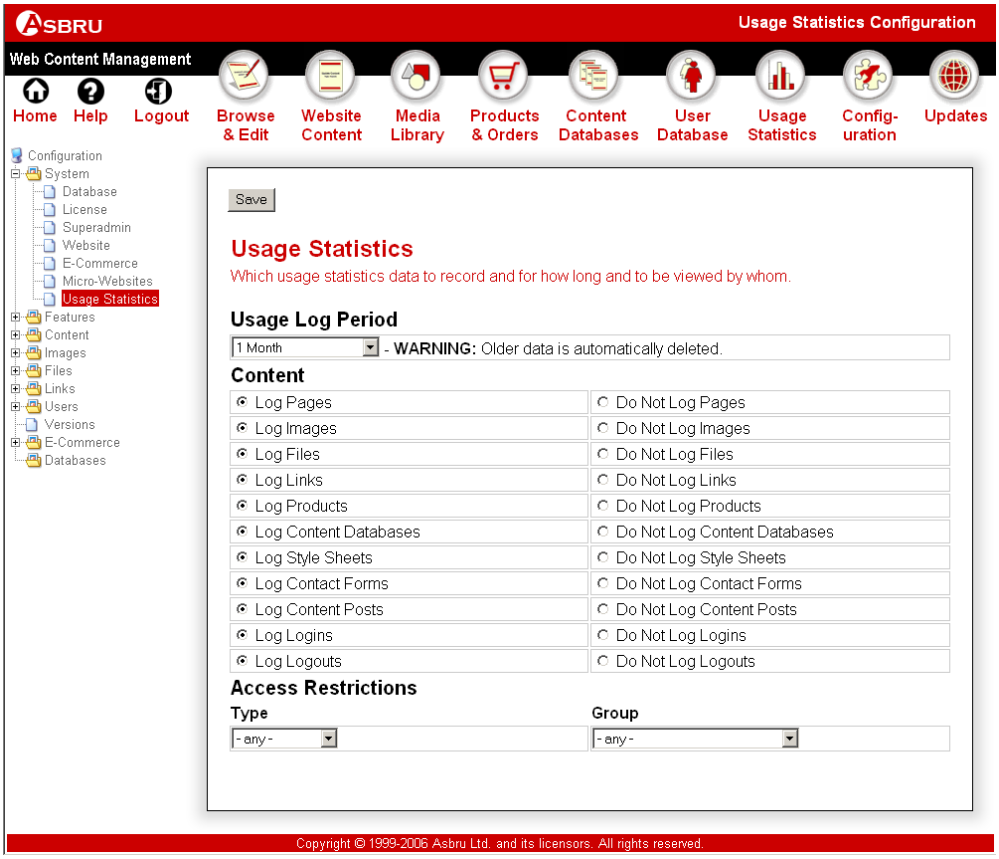
7.3 Usage Statistics

You have access to view your usage statistics reports through the Usage Statistics section on all web content management system administration web pages.

The individual usage statistics web pages are available through a number of left-hand menu items as described in the following sections.

7.3.1 General

Most of the usage statistics reports have the same structure and similar data as described in this section.


ASBRU
Usage Statistics Configuration
Web Content Management
Home
Help
Logout
Browse & Edit
Website Content
Media Library
Products & Orders
Content Databases
User Database
Usage Statistics
Config-uration
Updates
Configuration
System
Database
License
Superadmin
Website
E-Commerce
Micro-Websites
Usage Statistics
Features
Content
Images
Files
Links
Users
Versions
E-Commerce
Databases
Save
Usage Statistics
Which usage statistics data to record and for how long and to be viewed by whom.
Usage Log Period
1 Month - WARNING: Older data is automatically deleted.
Content
Log Pages
Do Not Log Pages
Log Images
Do Not Log Images
Log Files
Do Not Log Files
Log Links
Do Not Log Links
Log Products
Do Not Log Products
Log Content Databases
Do Not Log Content Databases
Log Style Sheets
Do Not Log Style Sheets
Log Contact Forms
Do Not Log Contact Forms
Log Content Posts
Do Not Log Content Posts
Log Logins
Do Not Log Logins
Log Logouts
Do Not Log Logouts
Access Restrictions
Type
- any -
Group
- any -
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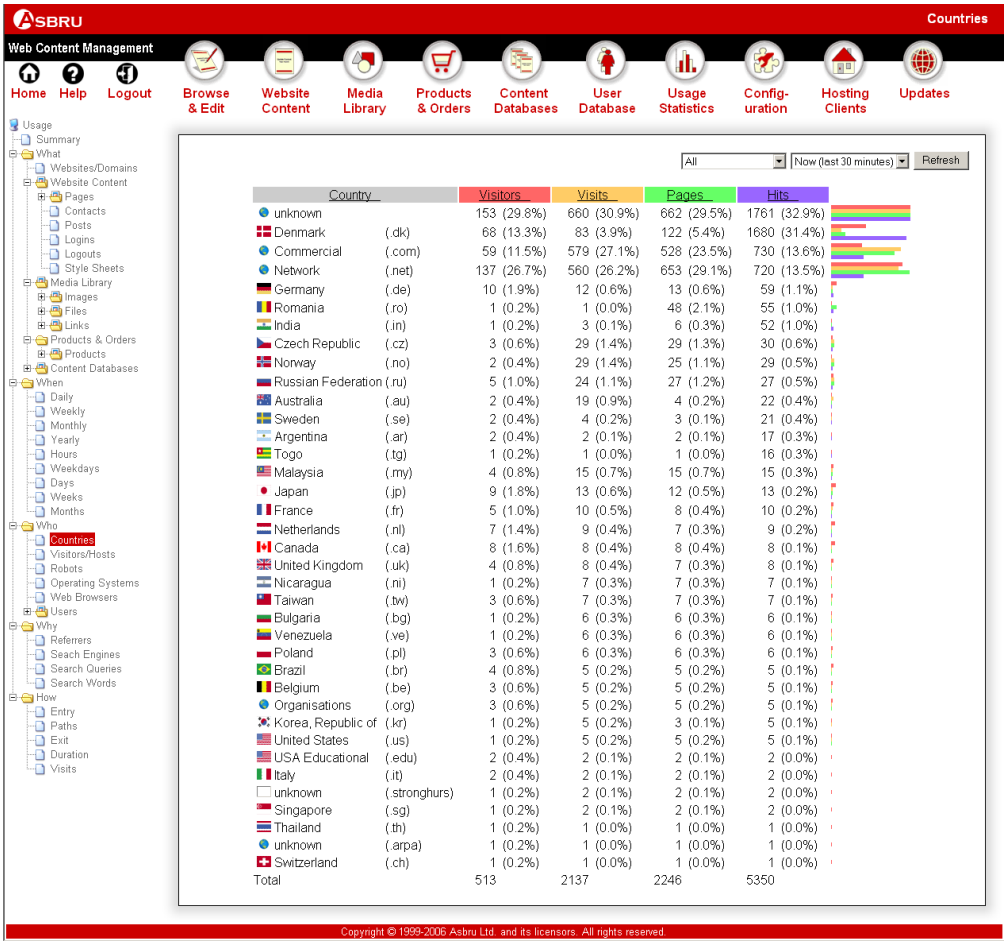


7.3.1.1 All or Top data

Most of the usage statistics reports display data ranked by popularity with the most popular data displayed first. As default all data are displayed, but some usage statistics reports may become very large, so you may want to only display the most popular data.

Near the top of all the usage statistics reports pages you can select if you want All or only the Top 10 / 25 / 50 / 100 / 250 / 500 / 1000 most popular data. Select how much data to display and then select the Refresh button. Your selection is remembered by the web content management system and used for all subsequently viewed usage statistics reports. You can change your selection at any time.

Please note that not all usage statistics reports display data ranked by popularity. For some usage statistics reports this setting will not change the displayed data.

7.3.1.2 Period

All usage statistics reports are for a specific period. As default the period is Now (last 30 minutes), which only displays data for the currently/recently active website visitors. Alternatively, you may want to view data for a longer/older period of time.

Near the top of all the usage statistics reports pages you can select the period to be used for the usage statistics:

- Now (last 30 minutes)
- Today - since midnight
- Last 24 Hours - from now
- Yesterday
- This Week - since Monday
- Last 7 Days - from today
- Last Week - Monday to Sunday
- Last 14 Days - from today
- This Month - since the first day of the month
- Last 30 Days - from today
- Last Month - from the first to the last day of the month (1.-28./29./30./31.)
- This Quarter - since the first day of the quarter (January 1. / April 1. / July 1. / October 1.)
- Last 3 Months - from today
- Last Quarter - from the first to the last day of the quarter (January 1. - March 31. / April 1. - June 30. / July 1. - September 30. / October 1. - December 31.)
- This Half Year - from the first day of the half year (January 1. / July 1.)
- Last 6 Months - from today
- Last Half Year - from the first to the last day of the quarter (January 1. - June 30. / July 1. - December 31.)
- This Year - from the first day of the year
- Last 12 Months - from today
- Last Year - from the first to the last day of the year (January 1. - December 31.)

7.3.1.3 Visitors

Most usage statistics reports include data for the number of visitors. Visitors are identified by their Internet address in the form of a domain name if available or an IP-number.

Please note that visitors are an approximation. It may not always be possible to identify each individual Internet user:

- If an Internet user uses different computers and/or different Internet service providers that Internet user will be reported as a number of different visitors.

- If a number of Internet users are located behind the same Internet firewall or similar in an organisation or at an Internet service provider these Internet users may be reported as a single visitor.

7.3.1.4 Visits

Most usage statistics reports include data for the number of visits. Visits are identified by a "session id" issued by the web server to each new website visitor. Such session ids expire after a given time of inactivity as configured for your web server.

Please note that visits are an approximation. It may not always be possible to identify each individual Internet user and website visit:

- If an Internet user opens multiple web browsers or web browser windows each of these may be reported as a separate visit (depending on how your web server issues and tracks session ids and depending on if the Internet user's web browsers share or does not share the issued session id).

- If an Internet user clears "cookies" in the web browser a new session may be started (depending on how your web server issues and tracks session ids).

- If an Internet user disables "cookies" in the web browser each request by that Internet user may be reported as a separate session (depending on how your web server issues and tracks session ids).

- If a number of Internet users use a public/shared computer these Internet users may be reported as a single visit.

7.3.1.5 Pages

Most usage statistics reports include data for the number of pages viewed. Pages are web pages opened by your website visitors.

Please note that pages viewed are an approximation. It may not always be possible to identify all pages viewed by each individual Internet user:

- If an Internet user's web browser "caches" web pages the usage statistics may only report the first time a web page is viewed by that Internet user.

- If an Internet user is located behind a "caching proxy server" operated by their organisation or Internet service provider the usage statistics may only report the first time a web page is viewed from that organisation or Internet service provider.

7.3.1.6 Hits

Most usage statistics reports include data for the number of hits. Hits are each individual web server request for a content item including web pages, images, files, links and style sheets.

Each page viewed by your website visitors will result in one or more hits. One hit for the web page itself plus one hit for each image on the web page.

Please note that hits are an approximation. It may not always be possible to identify all hits (pages and images etc. viewed) by each individual Internet user:

- If an Internet user's web browser "caches" web pages the usage statistics may only report the first time a web page or image etc. is viewed by that Internet user.

- If an Internet user is located behind a "caching proxy server" operated by their organisation or Internet service provider the usage statistics may only report the first time a web page or image etc. is viewed from that organisation or Internet service provider.

7.3.2 Summary

Displays overall summary data for your website(s):

- Total visitors, visits, page views and hits

- Average visits, page views and hits per visitor.
- Average page views and hits per visit.
- Average duration per visit and page view.

7.3.3 What

The following usage statistics reports displays various data about what content your website visitors are accessing on your websites.

7.3.3.1 Websites/Domains

Displays which website domain name Internet addresses your website visitors use to access your website(s). The number of visitors, visits, page views and hits for each website address are displayed ordered by popularity.

You may use a number of different alias website addresses (Internet domain names and sub-domain names as well as IP-numbers), which leads to your website. Data for each website address is displayed.

You may also use the web content management system's Micro-Websites feature for multiple websites or sections of your website. Data for each micro-website address is displayed.

7.3.3.2 Website Content

Displays data for each of your website content items (pages and style sheets) ordered by popularity.

Select View to open a content item in a new web browser window.

Select a content item title to view details about that content item. Please see 7.3.3.2.1.3 Page and 7.3.3.2.6.1 Style Sheet for details.

7.3.3.2.1 Pages

Displays data for each of your page content items ordered by popularity.

Select View to open a page in a new web browser window.

Select a page title to view details about that page. Please see 7.3.3.2.1.3 Page for details.

7.3.3.2.1.1 Groups

Displays data for each of your page groups ordered by popularity.

7.3.3.2.1.1.1 Group

Displays data for each page in the selected page group ordered by popularity.

7.3.3.2.1.2 Types

Displays data for each of your page types ordered by popularity.

7.3.3.2.1.2.1 Type

Displays data for each page of the selected page type ordered by popularity.

7.3.3.2.1.3 Page
Displays detailed data for an individual page. The username (if any), visitor, visit and date/time are displayed for each time the page has been accessed.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1Visit for details.

Additionally, the pages your website visitors viewed immediately before and after this page are displayed.

Select a page title to view details about that page.

Finally, the referrer websites and web pages, which link to this page, are displayed.

Select a referrer website address or web page address to open that website or web page in a new web browser window.

7.3.3.2.2 Contacts
Displays data for each contact form email your website visitors have posted to you.

Select a contact form email title to view details about that contact form email.

7.3.3.2.3 Posts
Community Add-On module only.

Displays data for each posting your website visitors have posted on your website.

Select a posting title to view details about that content item.

7.3.3.2.4 Logins
Displays data for each login (or attempted login) on your website.

Please see 7.3.5.6 Users for details about logged in users.

7.3.3.2.5 Logouts
Displays data for each explicit logout from your website.

Please see 7.3.5.6 Users for details about logged in users.

7.3.3.2.6 Style Sheets
Displays data for each of your style sheet content items ordered by popularity.

Select a style sheet title to view details about that style sheet. Please see 7.3.3.2.6.1 Style Sheet for details.

7.3.3.2.6.1 Style Sheet
Displays detailed data for an individual style sheet. The username (if any), visitor, visit and date/time are displayed for each time the style sheet has been accessed.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1 Visit for details.

Additionally, the pages, which use this style sheet are displayed.

Select a page title to view details about that page.

Finally, the referrer websites and web pages, which use or link to this style sheet, are displayed.

Select a referrer website address or web page address to open that website or web page in a new web browser window.

7.3.3.2.7 Scripts

Displays data for each of your script content items ordered by popularity.

Select a script title to view details about that script. Please see 7.3.3.2.7.1 Script for details.

7.3.3.2.7.1 Script

Displays detailed data for an individual script. The username (if any), visitor, visit and date/time are displayed for each time the script has been accessed.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1 Visit for details.

Additionally, the pages, which use this script are displayed.

Select a page title to view details about that page.

Finally, the referrer websites and web pages, which use or link to this script, are displayed.

Select a referrer website address or web page address to open that website or web page in a new web browser window.

7.3.3.3 Media Library

Displays data for each of your media library content items (images, files and links) ordered by popularity.

Select View to open a content item in a new web browser window.

Select a content item title to view details about that content item. Please see 7.3.3.3.1.3 Image, 7.3.3.3.2.3 File and 7.3.3.3.3.3 Link for details.

7.3.3.3.1 Images

Displays data for each of your image content items ordered by popularity.

Select View to open an image in a new web browser window.

Select an image title to view details about that image. Please see 7.3.3.3.1.3 Image for details.

7.3.3.3.1.1 Groups
Displays data for each of your image groups ordered by popularity.

7.3.3.3.1.1.1 Group
Displays data for each image in the selected image group ordered by popularity.

7.3.3.3.1.2 Types
Displays data for each of your image types ordered by popularity.

7.3.3.3.1.2.1 Type
Displays data for each image of the selected image type ordered by popularity.

7.3.3.3.1.3 Image
Displays detailed data for an individual image. The username (if any), visitor, visit and date/time are displayed for each time the image has been accessed.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1Visit for details.

Additionally, the pages, which includes or links to this image are displayed.

Select a page title to view details about that page.

Finally, the referrer websites and web pages, which include or link to this image, are displayed.

Select a referrer website address or web page address to open that website or web page in a new web browser window.

7.3.3.3.2 Files
Displays data for each of your file content items ordered by popularity.

Select View to open a file in a new web browser window.

Select a file title to view details about that file. Please see 7.3.3.3.2.3 File for details.

7.3.3.3.2.1 Groups
Displays data for each of your file groups ordered by popularity.

7.3.3.3.2.1.1 Group
Displays data for each file in the selected file group ordered by popularity.

7.3.3.3.2.2 Types
Displays data for each of your file types ordered by popularity.

7.3.3.3.2.2.1 Type
Displays data for each file of the selected file type ordered by popularity.

7.3.3.3.2.3 File
Displays detailed data for an individual file. The username (if any), visitor, visit and date/time are displayed for each time the file has been accessed.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1Visit for details.

Additionally, the pages, which includes or links to this file are displayed.

Select a page title to view details about that page.

Finally, the referrer websites and web pages, which include or link to this file, are displayed.

Select a referrer website address or web page address to open that website or web page in a new web browser window.

7.3.3.3.3 Links
Displays data for each of your link content items ordered by popularity.

Select View to open a link in a new web browser window.

Select a link title to view details about that link. Please see 7.3.3.3.3.3 Link for details.

7.3.3.3.3.1 Groups
Displays data for each of your link groups ordered by popularity.

7.3.3.3.3.1.1 Group
Displays data for each link in the selected link group ordered by popularity.

7.3.3.3.3.2 Types
Displays data for each of your link types ordered by popularity.

7.3.3.3.3.2.1 Type
Displays data for each link of the selected link type ordered by popularity.

7.3.3.3.3.3 Link
Displays detailed data for an individual link. The username (if any), visitor, visit and date/time are displayed for each time the link has been accessed.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1Visit for details.

Additionally, the pages, which links to this link are displayed.

Select a page title to view details about that page.

Finally, the referrer websites and web pages, which link to this link, are displayed.

Select a referrer website address or web page address to open that website or web page in a new web browser window.

7.3.3.4 Products & Orders

E-Commerce Add-On only.

7.3.3.4.1 Products

Displays data for each of your product content items ordered by popularity.

Select View to open a product in a new web browser window.

Select a product title to view details about that product. Please see 7.3.3.4.1.3 Product for details.

7.3.3.4.1.1 Groups

Displays data for each of your product groups ordered by popularity.

7.3.3.4.1.1.1 Group

Displays data for each product in the selected product group ordered by popularity.

7.3.3.4.1.2 Types

Displays data for each of your product types ordered by popularity.

7.3.3.4.1.2.1 Type

Displays data for each product of the selected product type ordered by popularity.

7.3.3.4.1.3 Product

Displays detailed data for an individual product. The username (if any), visitor, visit and date/time are displayed for each time the product has been accessed.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1Visit for details.

Additionally, the pages your website visitors viewed immediately before and after this page are displayed.

Select a page title to view details about that page.

Finally, the referrer websites and web pages, which link to this product, are displayed.

Select a referrer website address or web page address to open that website or web page in a new web browser window.

7.3.3.5 Content Databases

Databases Add-On module only.

Displays data for each of your special content databases ordered by popularity.

Select a content database title to view details about that content database.

7.3.3.5.1 Content Database

Displays data for each of your data items in the selected content database items ordered by popularity.

Select View to open a content database item in a new web browser window.

Select a content database item title to view details about that content database item.

7.3.3.5.1.1 Content Database Item

Displays detailed data for an individual content database item. The username (if any), visitor, visit and date/time are displayed for each time the content database item has been accessed.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1Visit for details.

7.3.4 When

The following usage statistics reports displays various data about when your website visitors are visiting your websites.

7.3.4.1 Daily

Displays data for each day of the selected period.

7.3.4.2 Weekly

Displays data for each week of the selected period.

7.3.4.3 Monthly

Displays data for each month of the selected period.

7.3.4.4 Yearly

Displays data for each year of the selected period.

7.3.4.5 Hours

Displays data for each hour of the day.

7.3.4.6 Weekdays

Displays data for each day of the week.

7.3.4.7 Days

Displays data for each day of the month.

7.3.4.8 Weeks

Displays data for each week of the year.

7.3.4.9 Months
Displays data for each month of the year.

7.3.5 Who
The following usage statistics reports displays various data about who your website visitors are.

7.3.5.1 Countries
Displays data for each country your website visitors are visiting from ordered by activity.

Please note that website visitor countries are an approximation. It may not always be possible to identify the country each individual Internet user is visiting from. Some website visitors may visit from companies, organisations and international Internet service providers, which use the international .com, .org and .net Internet addresses.

7.3.5.2 Visitors/Hosts
Displays data for each individual website visitor ordered by activity.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

7.3.5.2.1 Visitor
Displays detailed data for an individual visitor. The visitor address, visit and visit duration are displayed for each of the visitor's visits to your websites.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1Visit for details.

Select View All Visits to view details about all visits. Please see 7.3.7.5.1Visit for details.

7.3.5.3 Robots
Displays data about robots visiting your websites ordered by activity.

A number of your website visitors may be automated robots (and "spiders" and "crawlers") - for example, from search engine Internet services, which may use robots to index the content of your websites.

7.3.5.4 Operating Systems
Displays data about the operating systems and operating system versions your website visitors are using ordered by popularity.

7.3.5.5 Web Browsers
Displays data about the web browsers and web browser versions your website visitors are using ordered by popularity.

7.3.5.6 Users
Displays data about your registered and logged in users ordered by activity.

Select a username to view details about that user. Please see 7.3.5.7 User for details.

7.3.5.6.1 Groups
Displays data for each of your user groups ordered by activity.

7.3.5.6.1.1 Group
Displays data for each user in the selected user group ordered by activity.

7.3.5.6.2 Types
Displays data for each of your user types ordered by activity.

7.3.5.6.2.1 Type
Displays data for each user of the selected user type ordered by activity.

7.3.5.7 User
Displays detailed data for an individual registered and logged in user. The visitor address, visit and visit duration are displayed for each of the user's visits to your websites.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1Visit for details.

7.3.6 Why
The following usage statistics reports displays various data about why your website visitors are visiting your websites.

7.3.6.1 Referrers
Displays data about the referrer websites and pages, which link to your websites ordered by popularity.

Select a referrer website address or web page address to open that website or web page in a new web browser window.

7.3.6.2 Search Engines
Displays data about Internet search engine services used by your website visitors to find your websites ordered by popularity.

Select a search engine name to open that search engine website in a new web browser window.

7.3.6.3 Search Queries
Displays data about the Internet search engine service search queries used by your website visitors to find your websites ordered by popularity.

7.3.6.4 Search Words
Displays data about the Internet search engine service search words used by your website visitors to find your websites ordered by popularity.

7.3.7 How
The following usage statistics reports displays various data about how your website visitors use your websites.

7.3.7.1 Entry
Displays data about the first pages your website visitors visit on your websites ordered by popularity.

The entry pages may be pages, which your website visitors enter directly into their web browser or have bookmarked in their web browser; or pages, which other web sites and Internet search engine services link to.

Select a page title to view details about that page. Please see 7.3.3.2.1.3 Page for details.

7.3.7.2 Paths
Displays data about the paths from page to page your website visitors take on your websites ordered by popularity.

Select a page title to view details about that page. Please see 7.3.3.2.1.3 Page for details.

7.3.7.3 Exit
Displays data about the last pages your website visitors visit on your websites before leaving ordered by popularity.

Select a page title to view details about that page. Please see 7.3.3.2.1.3 Page for details.

7.3.7.4 Duration
Displays data about the duration of your website visitors' visits and the pages viewed.

7.3.7.5 Visits
Displays data about each visit to your website ordered by activity.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit. Please see 7.3.7.5.1Visit for details.

7.3.7.5.1 Visit
Displays detailed data for an individual visit or all visits by a specific visitor. The visitor address, visit, username and time are displayed for each of the visitor's hits on your websites.

Page titles are displayed in bold followed by the eventual style sheet and images used or included by the page.

If multiple visits by a visitor are displayed the data for each visit is separated by blank lines. Data for multiple visits may be interleaved switching back and forth between visits - for example if a visitor is using multiple web browsers or web browser windows to access your websites at the same time.

Select a visitor address to view details about that visitor. Please see 7.3.5.2.1 Visitor for details.

Select a visit date/time to view details about that visit.

Select a content item title to view details about that page.

8 Custom / Third-Party Add-On Modules and Extensions

8.1 Custom / Third-Party Add-On Modules

The Asbru Web Content Management system enables you to create your own custom add-on modules and to use third-party developed add-on modules.

Custom / third-party add-on modules can be integrated with the Asbru Web Content Management system administration pages and can have their own administration section and/or add menu-items to the existing administration sections.

Cusom /third-party add-on modules can also be payment service provider modules for use with the E-Commerce Add-On module

8.1.1 Installation and Configuration

To install an additional add-on module the module files must be copied to the web server (as default as a new folder under the "/webadmin/module/" folder).

The Asbru Web Content Management system must be configured to load the additional add-on module by editing the "/webadmin/module/config.xxx" file (where "xxx" is "aspx", "jsp" or "php" depending on which version of the Asbru Web Content Management system you are using) and adding an additional line to the bottom of the file. For example to activate the "example" module add the following lines:

- .NET:
  <!-- #include file="example/config.aspx" -->

- JSP:
  <%@ include file=" example /config.jsp" %>

- PHP:
  <?php include " example /config.php"; ?>

If multiple add-on modules are configured the order of them determines the order their administration sections and menu items are displayed on the web content management system administration pages.

8.1.2 Development

A custom add-on module can be almost anything:

- Additional functionality tightly integrated with the Asbru Web Content Management system.

- A separate application with its own functionality and administration lightly integrated with the Asbru Web Content Management system for easy access through a single administration system.

- An external web service with its own functionality and administration lightly integrated with the Asbru Web Content Management system for easy access through a single administration system.

The Asbru Web Content Management system defines a simple interface for adding additional sections and/or menu items to the web content management system administration pages.

A custom add-on module must include a module configuration file, which defines if, where and how additional sections and menu items should be integrated with the web content management system administration pages.

Please see the "/webadmin/module/example/" example module for details on a module configuration file. The module configuration file definitions are:

- module
  The module name and version number.

- Toolbar section

  - moduleToolbarTitle
    The module title to be displayed in the web content management system administration pages toolbar.

  - moduleToolbarImage
    The module image to be displayed in the web content management system administration pages toolbar.

  - moduleToolbarLink
    The web address which the module's web content management system administration pages toolbar title and image should link to.

- Home

  - moduleHomeIntroTitle
    The module introduction title to be displayed on the web content management system Home page.

  - moduleHomeIntroText
    The module introduction text to be displayed on the web content management system Home page.

  - moduleHomeIntroImage
    The module introduction image to be displayed on the web content management system Home page.

  - moduleHomeIntroLink
    The web address which the module's Home introduction title, text and image should link to.

  - moduleHomeMenuTitle
    The module menu item title to be displayed on the web content management system Home page.

  - moduleHomeMenuLink
    The web address which the module's Home menu item should link to.

- Content administration - Website Content
    - moduleContentIntroTitle
      The module introduction title to be displayed on the web content management system content administration page.
    - moduleContentIntroText
      The module introduction text to be displayed on the web content management system content administration page.
    - moduleContentMenuTitle
      The module menu item title to be displayed on the web content management system content administration page.
    - moduleContentMenuLink
      The web address which the module's content administration menu item should link to.
- Library administration - Media Library
    - moduleLibraryIntroTitle
      The module introduction title to be displayed on the web content management system library administration page.
    - moduleLibraryIntroText
      The module introduction text to be displayed on the web content management system library administration page.
    - moduleLibraryMenuTitle
      The module menu item title to be displayed on the web content management system library administration page.
    - moduleLibraryMenuLink
      The web address which the module's library administration menu item should link to.
- E-Commerce administration - Products & Orders (E-Commerce Add-On only)
    - moduleEcommerceIntroTitle
      The module introduction title to be displayed on the web content management system e-commerce administration page.
    - moduleEcommerceIntroText
      The module introduction text to be displayed on the web content management system e-commerce administration page.
    - moduleEcommerceMenuTitle
      The module menu item title to be displayed on the web content management system e-commerce administration page.

- moduleEcommerceMenuLink
  The web address which the module's e-commerce administration menu item should link to.

- Community administration (Community Add-On only) (for future use)
  - moduleCommunityIntroTitle
    The module introduction title to be displayed on the web content management system community administration page.
  - moduleCommunityIntroText
    The module introduction text to be displayed on the web content management system community administration page.
  - moduleCommunityMenuTitle
    The module menu item title to be displayed on the web content management system community administration page.
  - moduleCommunityMenuLink
    The web address which the module's community administration menu item should link to.

- Databases administration (Databases Add-On only) (for future use)
  - moduleDatabasesIntroTitle
    The module introduction title to be displayed on the web content management system databases administration page.
  - moduleDatabasesIntroText
    The module introduction text to be displayed on the web content management system databases administration page.
  - moduleDatabasesMenuTitle
    The module menu item title to be displayed on the web content management system databases administration page.
  - moduleDatabasesMenuLink
    The web address which the module's databases administration menu item should link to.

- Statistics administration (Statistics Add-On only) (for future use)
  - moduleStatisticsIntroTitle
    The module introduction title to be displayed on the web content management system statistics administration page.
  - moduleStatisticsIntroText
    The module introduction text to be displayed on the web content management system statistics administration page.

- moduleStatisticsMenuTitle
  The module menu item title to be displayed on the web content management system statistics administration page.

- moduleStatisticsMenuLink
  The web address which the module's statistics administration menu item should link to.

- Users administration - User Database

  - moduleUsersIntroTitle
    The module introduction title to be displayed on the web content management system users administration page.

  - moduleUsersIntroText
    The module introduction text to be displayed on the web content management system users administration page.

  - moduleUsersMenuTitle
    The module menu item title to be displayed on the web content management system users administration page.

  - moduleUsersMenuLink
    The web address which the module's users administration menu item should link to.

- Configuration

  - moduleConfigIntroTitle
    The module introduction title to be displayed on the web content management system configuration page.

  - moduleConfigIntroText
    The module introduction text to be displayed on the web content management system configuration page.

  - moduleConfigMenuTitle
    The module menu item title to be displayed on the web content management system configuration page.

  - moduleConfigMenuLink
    The web address which the module's configuration menu item should link to.

- Hosting administration - Hosting Clients (Hosting Edition only)

  - moduleHostingIntroTitle
    The module introduction title to be displayed on the web content management system hosting administration page.

- moduleHostingIntroText
  The module introduction text to be displayed on the web content management system hosting administration page.

- moduleHostingMenuTitle
  The module menu item title to be displayed on the web content management system hosting administration page.

- moduleHostingMenuLink
  The web address which the module's hosting administration menu item should link to.

- Payment Processing configuration (E-Commerce Add-On module only)

  - modulePaymentTitle
    The module introduction title to be displayed on the E-Commerce Add-On module Payment Processing configuration page.

  - modulePaymentOptions
    The payment service provider introduction text and options to be displayed on the E-Commerce Add-On module Payment Processing configuration page. Any number and type of payment processing options can be configured. Please see the included PayPal module for an example.

Please note that all module configuration file definitions must be specified even if they are not used. Set unused module configuration file definitions to "".

8.1.3 Payment Processing

For payment processing custom / third-party add-on modules, an additional program file must also be provided. For a payment processing custom / third-party add-on module titled "PayPal", a "/webadmin/module/PayPal/payment.aspx", "/webadmin/module/PayPal/payment.jsp" or "/webadmin/module/PayPal/payment.php" (depending on your programming language version of the web content management system) program file must exist and handle the actual payment processing.

The order details for completed orders are available to the payment processing module. The payment processing module should use the order details to process or prepare the payment for the order, and return payment instructions or payment confirmation to the E-Commerce Add-On module for display on the Order Completed shopping cart / checkout page. Please see the included PayPal module for an example.

8.2 Custom / Third-Party Extensions

The Asbru Web Content Management system enables you to create your own custom extensions and to use third-party developed extensions.

Custom / third-party extensions can be integrated with the Asbru Web Content Management system content to include content from other applications and sources than the web content management system.

8.2.1 Installation and Configuration

To install an additional extension the extension file must be copied to the web server (as default as a new file under the "/webadmin/extension/" folder). No configuration is required.

8.2.2 Development

A custom extension can be almost anything:

- A simple text or HTML file.
- An ASP, .NET, JSP or PHP program script, which generates content programmatically.
- A .NET, JSP or PHP program script, which reads content from a file or a database.
- A .NET, JSP or PHP program script, which reads content from an external web service.

The custom extension is simply included/executed when its special code is used in the web content management system's content, and the output from the custom extension is included in the web content management system's content.

Please see the "/webadmin/extension/" example extension "hello" for details on a simple extension file. The extension file is simply a .NET, JSP or PHP file depending on which programming language you are using and it must generate some output. Parameters (if any) are passed from the web content management system to the extension as a simple session string variable named "extension":

- .NET - hello.aspx:
  <%@ Page Language="C#" Debug="true" ValidateRequest="false" %>
  <%= "Hello " + Session["extension"] %>
- JSP - hello.jsp:
  <%= "Hello " + session.getValue("extension") %>
- PHP - hello.php:
  <?php echo "Hello " . $_SESSION["extension"] ?>

In addition to the "extension" session parameter, the extension can use the standard web server request variables etc. such as the .NET “Request”, the JSP "request" and the PHP "$_GET" and “$_POST”.

Typically, custom extensions simply process some input parameters and outputs some content to be displayed as part of the viewed web page. Optionally, a custom extension can also redirect the website user to another web page. To do this the custom extension must output/return a specially formatted redirection command as its only output: "WCM:REDIRECT:URL" (replace “URL” with a web address such as “http://www.asbrusoft.com/” or “/index.html”).

8.2.3 Usage

Custom extensions are included in the web content management system content using simple special codes similar to the other special codes used in templates etc:

`@@@extension:hello@@@`	Defines where the output generated by the extension named "hello" is to be inserted. No parameter is passed to the "hello" extension.
`@@@extension:hello(World)@@@`	Defines where the output generated by the extension named "hello" is to be inserted. "World" is passed as a parameter to the "hello" extension.

8.3 Included Custom Extensions

The Asbru Web Content Management system includes a number of ready to use custom extensions. These custom extensions can be used as they are or they can be customised to meet your specific requirements.

8.3.1 Breadcrumb Trails

A breadcrumb trail can be used with hierarchical navigation menus to show website users where they are on the website. The title of the current web page and its parent web page(s) are displayed.

To use breadcrumb trails your website pages should be organised hierarchically using the Content Relations feature. The breadcrumb trail custom extension uses the Page Up content relations to generate the breadcrumb trail. Please see 3.19 Content Relations for details.

`@@@extension:breadcrumbs( - )@@@`	Defines where a breadcrumb trail is to be inserted. Each web page title in the breadcrumb trail is separated by the text " - ". The current web page link has the HTML/CSS class name “currentpage”.

8.3.2 Navigation Menus

An automatically and dynamically generated/updated hierarchical navigation menu reflecting your website structure can be used on your website pages instead of navigation menus created manually in the web content management system.

To use automatic dynamic hierarchical navigation menus your website pages should be organised hierarchically using the Website Structure / Content Relations features. The menu custom extension uses the Page Up, Previous Page and Next Page content relations to generate the hierarchical navigation menus. Please see 2.6.8 Website Structure and 3.19 Content Relations for details.

A number of optional parameters can be specified to customise the generated navigation menu. The various optional parameters can be used in any combination (separated by ":"):

`@@@extension:menu()@@@`	Defines where a navigation menu is to be inserted. This generates the navigation menu from the bottom and up starting with the currently selected web page.
`@@@extension:menu(top=ID :levels=NUMBER)@@@`	Defines where a navigation menu is to be inserted. This generates the navigation menu from the top and down starting with the given "top" content item. Only content

	items under the "top" content item (replace "ID" with a content item id) are displayed, and only the given number of menu levels (replace "NUMBER" with a number) are displayed for each of the top level menu items.
`@@@extension:menu(top=ID :levels=NUMBER,NUMBER,NUMBER)@@@`	Defines where a navigation menu is to be inserted. This generates the navigation menu from the top and down starting with the given "top" content item. Only content items under the "top" content item (replace "ID" with a content item id) are displayed, and only the given number of menu levels (replace "NUMBER" with a number) are displayed for each of the top level menu items.
`@@@extension:menu(class=STYLE1 :selected=STYLE2)@@@`	Defines where a navigation menu is to be inserted. The "class" style name (replace "STYLE1" with a style name) is applied to all menu items except for the currently selected web page to which the "selected" style name (replace "STYLE2" with a style name) is applied.
`@@@extension:menu(list=TAG1 :item=TAG2)@@@`	Defines where a navigation menu is to be inserted. The "list" tag name (replace "TAG1" with a HTML tag name such as "UL") is used for each navigation menu level and the "item" tag name (replace "TAG2" with a HTML tag name such as "LI") is used for each navigation menu item. As default the navigation menu uses "MENU" and "LI" HTML tags.
`@@@extension:menu(id=ID)@@@`	An optional “id” parameter used together with the other parameters described above defines the id (replace "ID" with a content item id) of the currently selected page in the generated navigation menu. Alternatively, the id of the currently selected page will be taken from the web page URL or the website default page configuration setting.

If the “top” and “levels” parameters are specified then the menu will be generated starting with all the pages directly under the page specified by the “top” parameter and their sub-pages etc. for the number of levels specified by the “levels” parameter. The result is that the menu will always contain the same menu items defined by the pages’ “page up” content relations in relation to the “top” page regardless of the currently viewed page, and the currently viewed page may or may not be included in the menu.

For example, @@@extension:menu(top=123:levels=2)@@@ where “123” is the id of the default website home page will generate a two level menu with the pages “under” the default website home page and their immediate sub-pages.

Otherwise the menu extension will be generated starting with the currently selected page (or the page specified by the “id” parameter). Under this menu item all its sub-menu items will be displayed (or only for the maximum number of levels specified by the “levels” parameter). Then the currently selected page’s “siblings” will be displayed above and below it as determined by the pages’ “next page” and “previous page” content relations. Finally all the currently selected page’s “parents” and “ancestors” will be displayed (or only until the “parent”/”ancestor” page specified by the “top” parameter). The result is that the menu may contain different menu items depending on the currently viewed page, and the currently viewed page will always be included in the menu.

For example, @@@extension:menu(levels=1)@@@ will generate a menu with the currently viewed page’s immediate sub-pages and all the currently viewed page’s “parent” and “ancestor” pages.

As defaulted the currently viewed page will be the selected menu item. Alternatively, a “menu_id=ID” (replace ID with a page id) URL parameter can be used to select a given menu item instead of the currently viewed page’s menu item. For example, for the website address “/page.xxx?id=123&menu_id=456” the selected menu item will be the page with the id “456” instead of the viewed page with the id “123”.

8.3.3 Sitemap

Automatically and dynamically generated/updated information reflecting your website structure can be used on your website pages for Google, Microsoft and Yahoo etc. search engine optimization. Please see https://www.sitemaps.org/ for details.

To use automatic dynamic website sitemap information your pages should be organised hierarchically using the Website Structure / Content Relations features. The menu custom extension uses the Page Up, Previous Page and Next Page content relations to generate the hierarchical navigation menus. Please see 2.6.8 Website Structure and 3.19 Content Relations for details.

A number of optional parameters can be specified to customise the generated sitemap information. The various optional parameters can be used in any combination (separated by ":"):

`@@@extension:sitemap(top=0)@@@`	Defines where sitemap information is to be inserted. This generates the sitemap information from the default page configured for the website. All content items under the default page in the website structure are included.
`@@@extension:sitemap(top=ID :levels=NUMBER)@@@`	Defines where sitemap information is to be inserted. This generates the sitemap information from the top and down starting with the given "top" content item. Only content items under the "top" content item (replace "ID" with a content item id) are

	included, and only the given number of menu levels (replace "NUMBER" with a number) are included.
`@@@extension:sitemap(top=ID :changefreq=FREQUENCY)@@@`	Defines where sitemap information is to be inserted. Set the website change frequency information in the generated sitemap to the given frequency (replace "FREQUENCY" with one of the www.sitemaps.org defined change frequency values: “always”, “hourly”, “daily”, “weekly”, “monthly”, “yearly” and “never”).

If the “top” and “levels” parameters are specified then the sitemap information will be generated starting with the page specified by the “top” parameter and all the pages directly under the page specified by the “top” parameter and their sub-pages etc. for the number of levels specified by the “levels” parameter.

For example, @@@extension:sitemap(top=123:levels=2)@@@ where “123” is the id of the default website home page will generate a two level sitemap with the pages “under” the default website home page and their immediate sub-pages.

The generated sitemap information is not regular content to be viewed by website visitors in their web browser. The sitemap information is only meant to be used by search engines such as Google, Microsoft and Yahoo etc. to aid them in indexing your website pages.

The page with the sitemap information should only contain the generated sitemap information and nothing else. The Content Presentation template and style sheet should be set to “- none - ”. The sitemap information should be accessed through the addresses:

- http://127.0.0.1/xml.aspx?id=ID
- http://127.0.0.1/xml.jsp?id=ID
- http://127.0.0.1/xml.php?id=ID

depending on your programming language version of the web content management system. Replace “127.0.0.1” with your website address and replace “ID” with the id of page with the sitemap custom extension special code.

8.3.4 RSS Channel

Website content such as news summaries, scheduled events and message board discussion topics can also be made available as RSS news channels, which website visitors can subscribe to and read through their RSS reader software/services - for example integrated in email software or on their personal homepage.

To deliver content in RSS format a new page for the RSS channel must be created in the web content management. The RSS channel page's presentation template should be set to "- none - " and the RSS channel page's primary content should simply be set to a single RSS channel special code as described here - for example:

```
@@@extension:rssChannel(pagegroup:News)@@@
```

to list the "Title", "Description", "Author" and “Published” content page attributes for all pages in the "News" page group in the web content management system or:

```
@@@extension:rssChannel(database=Events:rss_title=Name:rss_description=Description:rss_author=Organiser:rss_pubdate=Published)@@@
```

to list the "Name", "Description" and "Organiser" content database attributes for all data in the "Events" custom content database.

`@@@extension:rssChannel(LIST)@@@`	Defines where all content matching the given list criteria (replace "LIST" with any number and type of parameters as used for "@@@list:…@@@" special codes - please see 3.22.7 Content Lists for details) is to be inserted. This generates the RSS formatted data with the selected list content items.
`@@@extension:rssChannel(database=DATABASE:rss_title=TITLE:rss_description=DESCRIPTION:rss_author=AUTHOR:rss_pubdate=PUBLISHED:LIST)@@@`	Defines where the specified custom content database content (replace "DATABASE" with the custom content database name) is to be inserted using the specified custom content database attributes as the RSS channel title, description and author data (replace "TITLE", "DESCRIPTION", "AUTHOR" and “PUBLISHED” with custom content database attribute names). Optionally additional list criteria can be specified to only list custom content database data matching the given list criteria (replace "LIST" with any number and type of parameters as used for "@@@list:…@@@" special codes - please see 3.22.7 Content Lists for details). This generates the RSS formatted data with the selected list custom content database data.

The generated RSS channel is not regular content to be viewed by website visitors in their web browser. The RSS channel is meant to be used by RSS readers.

The page with the RSS channel should only contain the generated sitemap information and nothing else. The Content Presentation template and style sheet should be set to “none”. The RSS channel should be accessed through the addresses:

- http://127.0.0.1/xml.aspx?id=ID
- http://127.0.0.1/xml.jsp?id=ID
- http://127.0.0.1/xml.php?id=ID

or alternatively:

- http://127.0.0.1/atom.aspx?id=ID
- http://127.0.0.1/atom.jsp?id=ID
- http://127.0.0.1/atom.php?id=ID
- http://127.0.0.1/rss.aspx?id=ID
- http://127.0.0.1/rss.jsp?id=ID
- http://127.0.0.1/rss.php?id=ID

depending on your programming language version of the web content management system. Replace “127.0.0.1” with your website address and replace “ID” with the id of page with the RSS channel custom extension special code.

The “xml.xxx”, “atom.xxx” and “rss.xxx” scripts are identical except for slightly different HTTP headers. The “xml.xxx” scripts identify the content as "application/xml"; the “atom.xxx” scripts identify the content as "application/atom+xml"; and the “rss.xxx” scripts identify the content as "application/rss+xml".

8.3.5 Calendar

Visual, browsable monthly calendars can be used on your website with individual dates linked to your website pages and custom content databases data. For example, the calendar can be used with news pages and/or weblog postings on your website where the calendar dates link to pages with the news / weblog postings for the given date.

For example, to create a page with a calendar and a list of pages published on a given date a page with the following primary content can be created in the web content management:

```
@@@extension:calendar(date=###date###:id=@@@id@@@:published:pages)
@@@

@@@list:pages:published=###date###:order=published@@@
```

or, a calendar can link to content from a custom content database with the Databases Add-On module with the following primary content:

```
@@@extension:calendar(date=###date###:id=@@@id@@@:To:databas
e=Events:To>-0days)@@@
```

The calendar custom extension always require four parameters, which define the month to be displayed, the page which calendar dates should link to, the date content attribute which the calendar should use, and the content items which the calendar should use.

`@@@extension:calendar(date=###d ate###:id=ID:ATTRIBUTE:LIST)@@@`	Defines where a calendar for the month with the given date is to be inserted. Replace “date” with URL parameter name to be used for the selected date/month. If no date/month is given the current month will

	be displayed. Replace “ID” with the id of the page which calendar dates should link to. Usually this page should list the relevant content items for the given date. Replace “ATTRIBUTE” with the name of the content attribute which the calendar should use. For example, “created”, “updated”, “published” or a custom content database attribute name. Replace "LIST" with any number and type of parameters as used for "@@@list:…@@@" special codes - please see 3.22.7 Content Lists for details)
`@@@extension:calendar(date=-1:id=ID:ATTRIBUTE:LIST)@@@`	Defines where a calendar for last month is to be inserted (use “-2” for two months ago etc).
`@@@extension:calendar(date=+1:id=ID:ATTRIBUTE:LIST)@@@`	Defines where a calendar for next month is to be inserted (use “+2” for two months into the future etc).
`@@@extension:calendar(date=###date###:id=ID:STARTDATEATTRIBUTE-ENDDATEATTRIBUTE:LIST)@@@`	Defines where a calendar for the month with the given date is to be inserted. Replace “STARTDATEATTRIBUTE” with the name of the custom content database attribute which the calendar should use for the data items’ start date. Replace “ENDDATEATTRIBUTE” with the name of the custom content database attribute which the calendar should use for the data items’ end date. The data items will be linked to all the dates in the given date range including the given start and end dates.
`@@@extension:calendar(date=###date###:id=ID:STARTDATEATTRIBUTE-ENDDATEATTRIBUTE-DISPLAYATTRIBUTE:LIST)@@@`	Defines where a calendar for the month with the given date is to be inserted. Replace “STARTDATEATTRIBUTE” with the name of the custom content database attribute which the calendar should use for the data items’ start date. Replace “ENDDATEATTRIBUTE” with the name of the custom content database attribute which the calendar should use for the data items’ end date. Replace “DISPLAYATTRIBUTE” with the name of the custom content database attribute which the calendar should display for the data items for each calendat date. The data items will be displayed for and linked to all the dates in the given date range including the given start and end dates.

Technically, the generated calendar is a HTML table with the class name “calendar”. The table consist of a table header with the current/given month/year, and a table footer with table cells for the previous and the next months. The table body consists of a table row with the first letters of the weekdays and a row for each whole or partial week of the current/given month. Each row consists of a table cell with the class name “week” with the week number and table cells with the day names as the class name with the dates of each day. Dates with matching content are hyperlinks with the class name “emphasis”. You can control how the calender looks using these class names in your website style sheet used for the page with the calendar.

June 2007							
Week	M	T	W	T	F	S	S
22	-	-	-	-	1	2	3
23	4	5	6	7	8	9	10
24	11	12	13	14	15	16	17
25	18	19	20	21	22	23	24
26	25	26	27	28	29	30	-
<< May 2007					Jul 2007 >>		

8.3.6 Date Formatting

The web content management system supports a number of special codes with date formatting parameters, but date formatting parameters may not be available for all date attributes. With the “date” custom extension any “computer format” date/time (YYYY-MM-DD hh:mm:ss) can be output in various date/time formats.

`@@@extension:date(1999-12-13 23:59:59,FORMAT)@@@`	Defines where the given date/time is to be inserted displayed using the given format (replace "FORMAT" with a date format - please see 3.22.9 Date Formatting for details).

8.3.7 External Database Data

As default all content is stored in the web content management system database. However, data from other databases can also be accessed and displayed using the “database” custom extension.

First, to access and display data from other databases one or more external database connections must be configured. This is done in the “/webadmin/extension/database.config.xxx” configuration file, which includes three example external database connections as default. The database connection strings must be similar to the database connection strings used for the database configured in the web content management system. You can configure any number and type of external database connections for different database servers, databases, tables and columns.

Important: The “/webadmin/extension/database.config.xxx” configuration file may be overwritten when upgrading the web content management system software to a newer version. You should make sure to keep a backup copy of your own modified “/webadmin/extension/database.config.xxx” configuration file and restore that after upgrading the web content management system software.

The configuration of one or more database connections defines the web content management system’s permissions to access and display data from configured external databases. Each configured database connection can give permissions for an entire database; or a single

database table; or a single database table column. The database connection permissions are determined by the id/key/name you use for each configured database connection:

- mydatabase
  Grants permission for the “database” custom extension to access and display all data from all database tables and database table columns in the database.

- mydatabase:mytable
  Grants permission for the “database” custom extension to access and display all data from all database table columns in the given database table.

- mydatabase:mytable:mycolumn
  Grants permission for the “database” custom extension to access and display all data from the given database table column.

`@@@extension:database(`DATABASE:TABLE:COLUMN:ID:VALUE`)@@@`	Defines where the data from the given database table column where the given id equals the given value is to be inserted (replace “DATABASE” with a database name configured as a database connection for the “database” custom extension – replace “TABLE” with a database table name – replace “COLUMN” with a database table column name – replace “ID” with the database table column name to use to select the database row to display data from – replace “VALUE” with the database table column value to use to select the database row to display data from. Technically, the given parameters will be used for a SQL database query such as “select COLUMN from TABLE where ID=’VALUE’” on the DATABASE database connection configured for the “database” custom extension.
`@@@extension:database(`DATABASE:TABLE:COLUMN:SQLEXPRESSION`)@@@`	Defines where the data from the given database table column where the given SQL expression matches is to be inserted (replace “DATABASE” with a database name configured as a database connection for the “database” custom extension – replace “TABLE” with a database table name – replace “COLUMN” with a database table column name – replace “SQLEXPRESSION” with a database SQL command expression to use to select the database row to display data from. Technically, the given parameters will be used for a SQL database query such as

	"select COLUMN from TABLE where SQLEXPRESSION" on the DATABASE database connection configured for the "database" custom extension.

8.3.8 User Data

The web content management system supports a number of special codes for output of various user data, but user special codes may not be available for all user data and for all types of content items and functionality. With the "user" custom extension all user data (except the password) for the currently logged in user can be displayed.

`@@@extension:user(username)@@@`	Defines where the currently logged in user's username is to be inserted.
`@@@extension:user(name)@@@`	Defines where the currently logged in user's name is to be inserted.
`@@@extension:user(email)@@@`	Defines where the currently logged in user's email address is to be inserted.
`@@@extension:user(group)@@@`	Defines where the currently logged in user's primary user group is to be inserted.
`@@@extension:user(type)@@@`	Defines where the currently logged in user's primary user type is to be inserted.
`@@@extension:user(groups)@@@`	Defines where the currently logged in user's additional user groups are to be inserted.
`@@@extension:user(types)@@@`	Defines where the currently logged in user's additional user types are to be inserted.
`@@@extension:user(organisation)@@@`	Defines where the currently logged in user's organisation is to be inserted.
`@@@extension:user(created)@@@`	Defines where the currently logged in user's created date/time is to be inserted.
`@@@extension:user(updated)@@@`	Defines where the currently logged in user's last updated date/time is to be inserted.
`@@@extension:user(activation)@@@`	Defines where the currently logged in user's scheduled activation date/time is to be inserted.
`@@@extension:user(notification)@@@`	Defines where the currently logged in user's scheduled notification date/time is to be inserted.
`@@@extension:user(expiration)@@@`	Defines where the currently logged in user's scheduled expiration date/time is to be inserted.
`@@@extension:user(card_type)@@@`	Defines where the currently logged in user's card type is to be inserted.
`@@@extension:user(card_number)@@@`	Defines where the currently logged in user's card number is to be inserted.
`@@@extension:user(card_issuedmonth)@@@`	Defines where the currently logged in user's card issued month is to be inserted.
`@@@extension:user(card_issuedyear)@@@`	Defines where the currently logged in user's card issued year is to be inserted.
`@@@extension:user(card_expirymo`	Defines where the currently logged in user's

nth)@@@	card expiry month is to be inserted.
@@@extension:user(card_expiryyear)@@@	Defines where the currently logged in user's card expiry year is to be inserted.
@@@extension:user(card_name)@@@	Defines where the currently logged in user's card name is to be inserted.
@@@extension:user(card_cvc)@@@	Defines where the currently logged in user's card CVC number is to be inserted.
@@@extension:user(card_issue)@@@	Defines where the currently logged in user's card issue number is to be inserted.
@@@extension:user(card_postalcode)@@@	Defines where the currently logged in user's card postal code is to be inserted.
@@@extension:user(delivery_name)@@@	Defines where the currently logged in user's delivery name is to be inserted.
@@@extension:user(delivery_organisation)@@@	Defines where the currently logged in user's delivery organisation is to be inserted.
@@@extension:user(delivery_address)@@@	Defines where the currently logged in user's delivery address is to be inserted.
@@@extension:user(delivery_postalcode)@@@	Defines where the currently logged in user's delivery postal code is to be inserted.
@@@extension:user(delivery_city)@@@	Defines where the currently logged in user's delivery city is to be inserted.
@@@extension:user(delivery_state)@@@	Defines where the currently logged in user's delivery state is to be inserted.
@@@extension:user(delivery_country)@@@	Defines where the currently logged in user's delivery country is to be inserted.
@@@extension:user(delivery_phone)@@@	Defines where the currently logged in user's delivery phone number is to be inserted.
@@@extension:user(delivery_fax)@@@	Defines where the currently logged in user's delivery fax number is to be inserted.
@@@extension:user(delivery_email)@@@	Defines where the currently logged in user's delivery email address is to be inserted.
@@@extension:user(delivery_website)@@@	Defines where the currently logged in user's delivery website is to be inserted.
@@@extension:user(invoice_name)@@@	Defines where the currently logged in user's invoice name is to be inserted.
@@@extension:user(invoice_organisation)@@@	Defines where the currently logged in user's invoice organisation is to be inserted.
@@@extension:user(invoice_address)@@@	Defines where the currently logged in user's invoice address is to be inserted.
@@@extension:user(invoice_postalcode)@@@	Defines where the currently logged in user's invoice postal code is to be inserted.
@@@extension:user(invoice_city)@@@	Defines where the currently logged in user's invoice city is to be inserted.
@@@extension:user(invoice_state)@@@	Defines where the currently logged in user's invoice state is to be inserted.
@@@extension:user(invoice_country)@@@	Defines where the currently logged in user's invoice country is to be inserted.
@@@extension:user(invoice_phone)@@@	Defines where the currently logged in user's invoice phone number is to be inserted.
@@@extension:user(invoice_fax)@	Defines where the currently logged in user's

@@	invoice fax number is to be inserted.
@@@extension:user(invoice_email)@@@	Defines where the currently logged in user's invoice email address is to be inserted.
@@@extension:user(invoice_website)@@@	Defines where the currently logged in user's invoice website is to be inserted.

8.3.9 Search engine and directory referrals

You can display different content depending on which website/page and/or query keywords a user may have used to get to a page on your website. For example, you may want to give special offers or highlight specific uses and features of your products if users have accessed your website page from a link on another special interest website/page or a query for specific keywords on a search engine or directory website.

With the "referral" custom extension you can display referral dependent content on any of your website pages.

@@@extension:referral(WEBSITE=ID)@@@	Defines where the content item with the given id (replace "ID" with the id of a content item in the web content management system) is to be inserted if the page is accessed through a link on the given website/page (replace "WEBSITE" with a website address such as "google.com" or "affiliatewebsite.com/specialoffers.html").
@@@extension:referral(WEBSITE=ID:WEBSITE=ID)@@@	Defines where the content item with one of the given ids (replace "ID" with the id of a content item in the web content management system) is to be inserted if the page is accessed through a link on any of the given websites/pages (replace each "WEBSITE" with a website address such as "google.com" or "affiliatewebsite.com/specialoffers.html"). Any number of alternative website addresses/ids separated by ":" can be specified. Only the first content item where the website address matches will be displayed.
@@@extension:referral(KEYWORDS=ID)@@@	Defines where the content item with the given id (replace "ID" with the id of a content item in the web content management system) is to be inserted if the page is accessed through a search engine or directory query for the given keywords (replace "KEYWORDS" with a single keyword such as "cms", or a single phrase such as "content management", or multiple keywords such as "web,editor").
@@@extension:referral(KEYWORDS=ID:KEYWORDS=ID)@@@	Defines where the content item of one of the given ids (replace each "ID" with the id of a content item in the web content

	management system) is to be inserted if the page is accessed through a search engine or directory query for any of the given keywords (replace each “KEYWORDS” with a single keyword such as “cms”, or a single phrase such as “content management”, or multiple keywords such as “web,editor”). Any number of alternative keywords/ids separated by “:” can be specified. Only the first content item where the keywords match will be displayed.
`@@@extension:referral(WEBSITE=KEYWORDS=ID)@@@`	Defines where the content item with the given id (replace “ID” with the id of a content item in the web content management system) is to be inserted if the page is accessed through the given search engine or directory website address (replace “WEBSITE” with a website address such as “google.com”) and query for the given keywords (replace “KEYWORDS” with a single keyword such as “cms”, or a single phrase such as “content management”, or multiple keywords such as “web,editor”).
`@@@extension:referral(WEBSITE=KEYWORDS=ID:WEBSITE=KEYWORDS=ID)@@@`	Defines where the content item of one of the given ids (replace each “ID” with the id of a content item in the web content management system) is to be inserted if the page is accessed through the given search engine or directory website address (replace each “WEBSITE” with a website address such as “google.com”) and query for any of the given keywords (replace each “KEYWORDS” with a single keyword such as “cms”, or a single phrase such as “content management”, or multiple keywords such as “web,editor”). Any number of alternative websites/keywords/ids separated by “:” can be specified. Only the first content item where the website address and keywords match will be displayed.

With the “referral” extension you can display refererral dependent content on any of your website pages. Using the web content management system’s “micro-websites” features you can also direct users to different default pages (homepages) for different referral websites and keywords. Please see 2.8.1.5 Micro-Websites for details.

8.3.10 Calculations

The web content management system supports a number of special codes for calculation of mathematical expressions. With the “calculate” custom extension mathematical expressions can be calculated and the value can be output in various formats.

The following mathematical operands and constants can be used in the expressions:

- + for addition.
- - for subtraction.
- * for multiplication.
- / for division.
- \ for integer division.
- % for modulus.
- ^ for power.
- sin(number) for sinus.
- cos(number) for cosinus.
- tan(number) for tangent.
- sqrt(number) for square root.
- days(startdate, enddate) for number of days between two given dates.
  The given dates must be in “yyyy-mm-dd” format.
- hours(starttime,endtime) for number of hours between two given times.
  The given times must be in “yyyy-mm-dd HH:MM” format.
  Use “+“ character before starttime for whole number of hours rounded up.
  Use “-“ character before starttime for whole number of hours rounded down.
- E as short-hand for 2.718281828459045.
- PI as short-hand for 3.141592653589793.
- RANDOM for random decimal number between 0 and 1.

`@@@extension:calculate((1+2)*3+4+(5/10)+(0.5))@@@`	Defines where the calculated value for the given mathematical expression is to be inserted.
`@@@extension:calculate((1+2)*3+4+(5/10)+(0.5):DECIMALS)@@@`	Defines where the calculated value for the given mathematical expression is to be inserted displayed using the given number of decimals (replace "DECIMALS" with the number of decimals to be displayed – for example “2”).

8.3.11 Redirect

With the “redirect” extension you can redirect website users to another web address.

`@@@extension:redirect(http://www.asbrusoft.com/)@@@`	Defines that the website user is redirected to the “http://www.asbrusoft.com/” web address instead of the viewed web page.

8.4 Product Availability and Delivery Custom /Third-Party Extensions

The Asbru Web Content Management system E-Commerce Add-On module enables you to create your own product availability and delivery custom extensions and to use third-party developed extensions.

Product availability and delivery custom / third-party extensions can be integrated with the Asbru Web Content Management system E-Commerce Add-On module to include content from other applications and sources than the web content management system.

8.4.1 Product Availability Custom/Third-Party Extensions

Product availability custom/third-party extensions can be used on product, shopping cart and checkout pages to check if a product is available. For example, to check your own external stock inventory system to see if a product is in stock; or to check a supplier's external stock inventory system to see if a product is in stock and can be ordered; or to check if non-physical products such as usernames, email addresses and Internet domain names are available or have already be registered.

8.4.1.1 Installation and Configuration

To install an additional product availability extension the extension file must be copied to the web server (as default as a new file under the "/webadmin/productavailability/" folder). No configuration is required.

8.4.1.2 Development

A product availability custom extension can be almost anything:

- A simple text or HTML file.
- A .NET, JSP or PHP program script, which reads content from a file or a database.
- A .NET, JSP or PHP program script, which reads content from an external web service.

The product availability custom extension is simply included/executed when a product page or a shopping cart/checkout page with products for which the product delivery custom extension is selected, and the output from the product availability custom extension can be included on the page displayed to the customer.

Please see the "/webadmin/productavailability/" example extension "hello" for details on a simple product availability extension file. The extension file is simply a .NET, JSP or PHP file depending on which programming language you are using and it may generate some output:

- .NET - hello.aspx:
  <% Session("productavailability") = "+1 123 In Stock" %>
  <% Session("productavailability") = "0 Unavailable" %>
  <% Session("productavailability") = "-1 345 Available From Supplier" %>

- JSP - hello.jsp:
  <% session.setValue("productavailability ", "+1 123 In Stock "); %>
  <% session.setValue("productavailability ", "0 Unavailable "); %>
  <% session.setValue("productavailability ", "-1 345 Available From Supplier "); %>

- PHP - hello.php:
  <?php $_SESSION["productavailability "] = "+1 123 In Stock "; ?>
  <?php $_SESSION["productavailability "] = "0 Unavailable "; ?>
  <?php $_SESSION["productavailability "] = "-1 345 Available From Supplier "; ?>

In addition to the "extension" session parameter, the extension can use the standard web server request variables etc. such as the .NET "Request.QueryString", the JSP "request" and the PHP "$_GET" and "$_POST".

The output from the product availability custom extension must be in a specific format – a number followed by a blank followed by some text. The number is not displayed by the web content management system but indicates if a product is available or not:

- A positive number indicates that the product is in stock. The product can be ordered and the customer will be charged for it immediately when the order is placed.

- A negative number indicates that the product is not in stock but that it can still be (back/pre)ordered. The product can be ordered but the customer will not be charged for it immediately when the order is placed (i.e. you will charge the customer when you process the order, manually or through an external system, at a later time).

- The number 0 indicates that the product is unavailable. The product cannot be ordered and it will be removed from the order if an order is placed and the customer will not be charged for it.

The remaining text output will be displayed if/where a @@@availability@@@ special code is used on the product, shopping cart and checkout pages. If the number of products in stock etc. should be displayed then the number should be repeated/included in the text – the first number is not displayed, but only used to indicate the availability.

8.4.2 Product Delivery Custom/Third-Party Extensions

Product delivery custom/third-party extensions can be used to automatically generate digital products and to update external systems when a product has been ordered. For example, to update your own external stock inventory system; or place an order with a supplier; or to generate/deliver non-physical products such as usernames, email addresses and Internet domain names.

8.4.2.1 Installation and Configuration

To install an additional product delivery extension the extension file must be copied to the web server (as default as a new file under the "/webadmin/productdelivery/" folder). No configuration is required.

8.4.2.2 Development

A product delivery custom extension can be almost anything:

- A simple text or HTML file.

- A .NET, JSP or PHP program script, which generates content programmatically.

- A .NET, JSP or PHP program script, which reads content from a file or a database.

- A .NET, JSP or PHP program script, which reads content from an external web service.

The product delivery custom extension is simply included/executed upon successful order and payment completion of a product for which the product delivery custom extension is selected, and the output from the product delivery custom extension can be included in the product delivery page displayed to the customer and/or in the email sent to the customer.

Please see the "/webadmin/productdelivery/" example extension "hello" for details on a simple product delivery extension file. The extension file is simply a .NET, JSP or PHP file depending on which programming language you are using and it may generate some output:

- .NET - hello.aspx:
  <% Session("productdelivery") = "Hello " %>

- JSP - hello.jsp:
  <% session.setValue("productdelivery", "Hello"); %>

- PHP - hello.php:
  <?php $_SESSION["productdelivery"] = "Hello"; ?>

In addition to the "extension" session parameter, the extension can use the standard web server request variables etc. such as the .NET "Request.QueryString", the JSP "request" and the PHP "$_GET" and "$_POST".

8.5 Web Application Integration and Template Programming API

As default all content and templates etc. are created in and served by the web content management system with no programming required. However, for special requirements you may want to program your own templates, or you may want to integrate content from the web content management system with your own or third-party applications. An easy to use web content management system programming API can be used to access content from the web content management system.

The web content management system programming API functions are located in the "/webadmin.xxx" files, which your web application should include. The web content management system programming API functions are:

- ReadContent(id)
  Reads the content item with the given id.

- ReadPage(id)
  Reads the page with the given id including its template and additional content items.

- ReadProduct(id)
  Reads the product with the given id including its template and additional content items.

- ReadData(database, id)
  Reads the data with the given id from the custom content database with the given database name.

- ContentHeader(id, attribute)
  Returns the value of the given attribute name for the content item with the given id.

- PageHeader(id, attribute, "")
  Returns the value of the given attribute name for the page with the given id for output in the HTML HEAD.

- PageHeader(id, element, attribute)
  Returns the value of the given attribute name for the additional content element of the given element class name for the page with the given id for output in the HTML HEAD.

- PageStyleSheet(id)
  Returns the style sheet HTML code for the page with the given id for output in the HTML HEAD.

- ProductHeader(id, attribute, "")
  Returns the value of the given attribute name for the product with the given id for output in the HTML HEAD.

- ProductHeader(id, element, attribute)
  Returns the value of the given attribute name for the additional content element of the given element class name for the product with the given id for output in the HTML HEAD.

- ProductStyleSheet(id)
  Returns the style sheet HTML code for the product with the given id for output in the HTML HEAD.

- StyleSheetHeader()
  Outputs the HTTP style sheet header ("Content-Type: text/css").

- DisplayContent(id, attributename)
  Returns the value of the given attribute name for the page with the given id for output in the HTML BODY.

- DisplayPage(id, attribute, "")
  Returns the value of the given attribute name for the page with the given id for output in the HTML BODY.

- DisplayPage(id, element, attribute)
  Returns the value of the given attribute name for the additional content element of the given element class name for the page with the given id for output in the HTML BODY.

- DisplayProduct(id, attribute, "")
  Returns the value of the given attribute name for the product with the given id for output in the HTML BODY.

- DisplayProduct(id, element, attribute)
  Returns the value of the given attribute name for the additional content element of the given element class name for the product with the given id for output in the HTML BODY.

- OutputContent(content)
  Executes "@@@extension:…@@@" special codes in the content and returns the content with the output from the program extensions.

- CMSHeader(id)
  Returns the Browse & Edit mode HTML header code for the page with the given id.

- CMSDisplay(id)
  Returns the Browse & Edit mode web page header code for the page with the given id.

- CMSStyleSheet(id)
  Returns the Browse & Edit mode style sheet web page header code for the page with the given id.

- CMSTemplate(id)
  Returns the Browse & Edit mode template web page header code for the page with the given id.

- CMSLog(id, class, "")
  Logs a request for the content item of the given class name with the given id.

- CMSLog(id, "data", database)
  Logs a request for the data item with the given id from the custom content database with the given database name.

Please see the "/page.xxx", "/product.xxx" and "/data.xxx" web content management system program files for examples on how the web content management system programming API functions are used.

8.6 External Website Publishing/Archiving Programming API

As default the Asbru Web Content Management system runs on the actual website and delivers the website content dynamically. However, for special requirements you may want to program your own program scripts to be executed when a content item is published or unpublished in the web content management system - for example to copy the file to another web server or an archive/backup server.

When a new or updated content item with a “static filename” is published the web content management system will check if a “/webadmin/api/published”, “/webadmin/api/published.bat” or “/webadmin/api/published.sh” file exists and execute it with the published content item’s static filename as parameter.

When a content item with a “static filename” is unpublished the web content management system will check if a “/webadmin/api/unpublished”, “/webadmin/api/unpublished.bat” or “/webadmin/api/unpublished.sh” file exists and execute it with the published content item’s static filename as parameter.

8.7 File Upload Programming API

As default the Asbru Web Content Management system simply adds uploaded images and other files as content items in the web content management system. However, for special requirements you may want to program your own program scripts to be executed when an

“image” or a “file” is uploaded to the web content management system – for example to check files for virus infections or to convert the files to other formats or sizes.

When an “image” or a “file” is uploaded the web content management system will check if a “/webadmin/api/image”, “/webadmin/api/image.bat”, “/webadmin/api/image.sh”, “/webadmin/api/file”, “/webadmin/api/file.bat” or “/webadmin/api/file.sh” file exists and execute it with the uploaded file’s filename as parameter. Depending on what the program script does and what the web content management system should do the program script must return/output:

- The same filename as passed to the program script as a parameter
  If the program script has not renamed, moved or deleted the uploaded file.

- The uploaded file’s new filename
  If the program script has renamed or moved the uploaded file. The web content management system will then update the content item with the new filename.

- Nothing
  If the program script has deleted the uploaded file. The web content management system will then also delete the content item.

When an “image” or a “file” is uploaded the web content management system will also check if a “/webadmin/api/image1”, “/webadmin/api/image1.bat”, “/webadmin/api/image1.sh”, “/webadmin/api/image2”, “/webadmin/api/image2.bat”, “/webadmin/api/image2.sh”, “/webadmin/api/image3”, “/webadmin/api/image3.bat”, “/webadmin/api/image3.sh”, “/webadmin/api/file1”, “/webadmin/api/file1.bat”, “/webadmin/api/file1.sh”, “/webadmin/api/file2”, “/webadmin/api/file2.bat”, “/webadmin/api/file2.sh”, “/webadmin/api/file3”, “/webadmin/api/file3.bat” or “/webadmin/api/file3.sh” file exists and execute it with the uploaded file’s filename as parameter. Depending on what the program script does and what the web content management system should do the program script must return/output:

- The filename of new, alternative copy of the uploaded file
  If the program script has created a new, alternative copy of the uploaded file – for example a small resolution version of an image, or a PDF version of a Microsoft Word document, or a compressed version of a program file etc. The web content management system will then create an additional content item for the new file. The original uploaded file’s content item’s corresponding Additional Content / Image 1 / Image 2 / Image 3 / File 1 / File 2 / File 3 attribute will point to the new, alternative file’s content item. The new, alternative file’s content item’s Content Relations / Page Up attribute will point to the original uploaded file’s content item.

- Nothing
  If the program script has not created a new, alternative copy of the uploaded file. No additional content item will be created by the web content management system.

8.8 Validate Content Data Programming API

If you have special requirements for the website content you can program your own program scripts to validate content when/before it is saved to the web content management system. If a “/webadmin/api/validatecontent.xxx” (replace “xxx” with your programming language extensions: “aspx”, “jsp” or “php”) program script exists then that will be executed when an

added or updated content item is saved. The content item's data will be posted to the program script as standard HTML POST form data.

The posted content item data can then be validated and the program script should return a structured response to the web content management system:

- "OK"
  The content item data are ok and the content item will be saved.

- "OK:ALERT:MESSAGE"
  The content item data are ok and the content item will be saved and the "MESSAGE" will be displayed to the website administrator (replace "MESSAGE" with your own text).

- "ERROR:CONFIRM:MESSAGE"
  There is a potential problem with the content item data and the website administrator will be prompted with the "MESSAGE" to confirm to save or cancel / re-edit the content item (replace "MESSAGE" with your own text).

- "ERROR:ALERT:MESSAGE"
  There is a problem with the content item data and the content item will not be saved. The "MESSAGE" will be displayed to the website administrator and the website administrator must re-edit the content before it can be saved (replace "MESSAGE" with your own text).

8.9 Validate User Data Programming API

If you have special requirements for the website user accounts you can program your own program scripts to validate user data when/before they are saved to the web content management system. If a "/webadmin/api/validateuser.xxx" (replace "xxx" with your programming language extensions: "aspx", "jsp" or "php") program script exists then that will be executed when an added or updated user account is saved as well as when a user registers on the website. The user account's data will be posted to the program script as standard HTML POST form data.

The posted user account data can then be validated and the program script should return a structured response to the web content management system:

- "OK"
  The user account data are ok and the user account will be saved.

- "OK:ALERT:MESSAGE"
  The user account data are ok and the user account will be saved and the "MESSAGE" will be displayed to the website administrator (replace "MESSAGE" with your own text). For website user registrations the "MESSAGE" will be displayed to the website user.

- "ERROR:CONFIRM:MESSAGE"
  There is a potential problem with the user account data and the website administrator will be prompted with the "MESSAGE" to confirm to save or cancel / re-edit the user account (replace "MESSAGE" with your own text). For website user registrations the "MESSAGE" will be displayed to the website user.

- “ERROR:ALERT:MESSAGE”
  There is a problem with the user account data and the user account will not be saved. The “MESSAGE” will be displayed to the website administrator and the website administrator must re-edit the user account before it can be saved (replace “MESSAGE” with your own text). For website user registrations the “MESSAGE” will be displayed to the website user.

9 Hosting Edition

The Hosting Edition of the Asbru Web Content Management system includes a number of additional features, which enables you to run any number of separate client websites on a single, easy to maintain and support installation of the Asbru Web Content Management system.

Web hosting service providers can use the Hosting Edition features to offer inexpensive web hosting standard packages with full web content management system to their clients. Clients may also be offered single page business card websites (i.e. for Internet domain name registration holding pages or email-only packages), which the clients can update themselves trough a simple web-based administration interface with the Asbru Web Content Editor.

Larger organisations can use the Hosting Edition features to manage multiple, independent websites for different divisions, departments, projects, brands and campaigns etc.

The following sections describe the functionality of the default implementation of the Hosting API included with the Asbru Web Content Management system. As default the Hosting API includes ready-to-use support for Microsoft Access and MySQL databases for hosting client websites with automated database creation, initialisation and configuration. This is based on a simple server setup where all hosting clients share a single web server instance and website root folder with a sub-folder for each hosting client website. However, the Hosting API may be customised to other server setups and database servers. Please see 9.5 Web Server And Hosting Client Websites Setup and 9.6 Hosting API for details.

9.1 Installation and Basic Configuration

The basic installation and configuration for the Hosting Edition of the Asbru Web Content Management system is exactly the same as for the other editions of the Asbru Web Content Management system - Except that you must download the Asbru Web Content Management Hosting Edition software package and configure a Hosting Edition software license. Also, for the Asbru Web Content Management Hosting Edition a special Hosting Edition example website is available for the Database Initialisation and Import configuration. The special Hosting Edition example website is recommended for use with the Asbru Web Content Management Hosting Edition. The Hosting Edition example website is fully customisable. Simply select the “Hosting Edition” data file for the database initialisation and import instead of one of the other data file options. Please see 1 Installation and Configuration for details.

You may use the Asbru Web Content Management system default website for your own website describing your web hosting services etc. Please see our own www.asbruweb.com website for an example.

Please note that the Hosting Edition example website includes a number of hosting client websites in the Hosting Clients administration section, but that these hosting client websites are not fully configured and ready for use – the folders and databases they are configured to use do not exist. These hosting client websites are only examples. You should delete them and eventually create your own similar hosting client website “templates” created with actual folders and databases as described in the following sections.

9.2 Hosting Clients Configuration

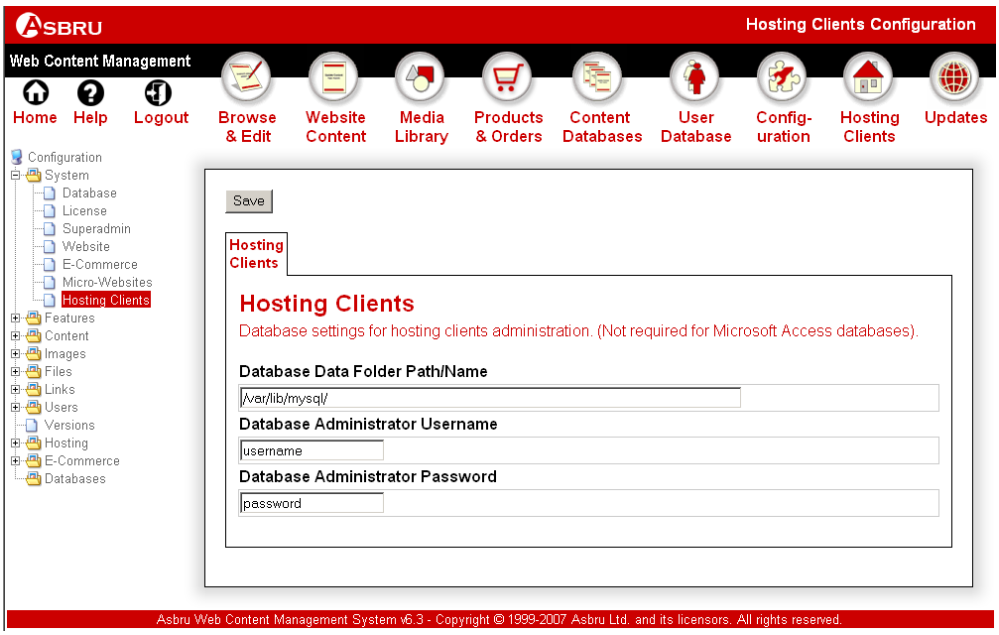
When a Hosting Edition license is configured, an additional Configuration / System / Hosting Clients menu item is added to the Configuration section of the web content management

system. This is used to configure various database server settings for use with MySQL databases (and other databases supported in the Hosting API). For use with Microsoft Access databases these configuration settings are not required and used.

- Database Data Folder Path/Name
  The full folder path/name of the database server's database data folder under which a sub-folder exists for each existing database instance. For example, "/var/lib/mysql/" for MySQL. (For Microsoft Windows the drive letter must also be added).

- Database Administrator Username
  Username to be used to connect to the database server to create new database instances and to copy existing database instances. This database administrator should have full "superadmin" administrator permissions for the database server to create new database instances and grant database administrator permissions etc.

- Database Administrator Password
  Password to be used to connect to the database server to create new database instances and to copy existing database instances. This database administrator should have full "superadmin" administrator permissions for the database server to create new database instances and grant database administrator permissions etc.



9.3 Hosting Clients Management

When a Hosting Edition license is configured, the toolbar at the top of all the main administration pages includes an additional Hosting Clients link and icon. This gives you access to the hosting clients website administration section of the Asbru Web Content Management system.

A number of different left-hand menu items give you access to list all or some of your existing hosting client websites:

- Templates
  Hosting client websites for which no “superadmin” administrator email address is configured. You can use such hosting client websites as templates for adding new hosting client websites by copying a template hosting client website.

- Clients
  All hosting client websites.

- Clients Group/Type
  Hosting client websites for the selected hosting client website group/type.

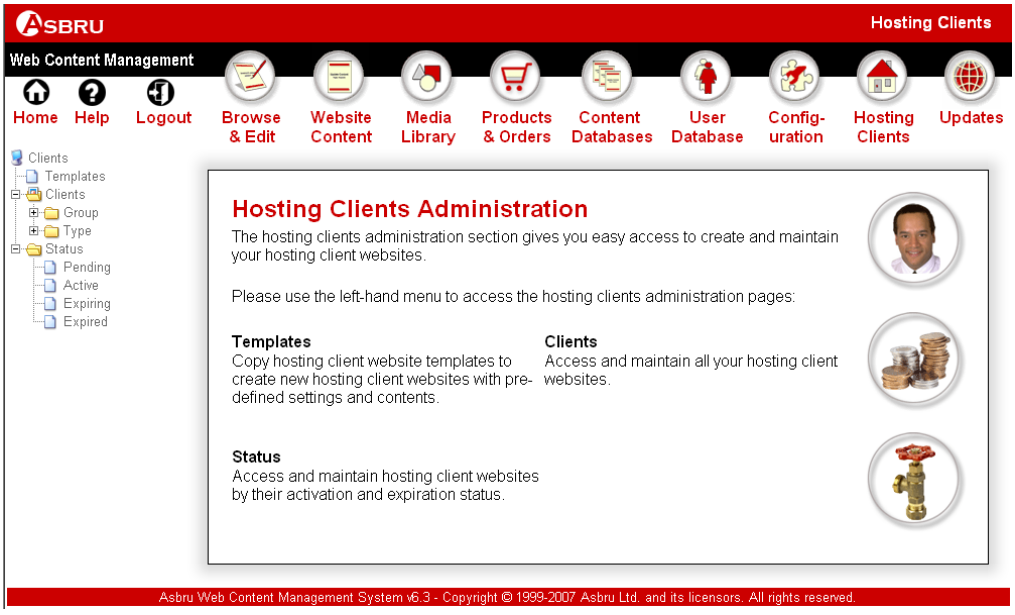
- Status
  Hosting client websites with the selected status.

    - Pending - lists hosting client websites, which have not been activated yet.

    - Active – lists activated hosting client websites.

    - Expiring – lists hosting client websites, which have been notified and are about to expire.

    - Expired - lists hosting client websites, which have expired.



9.3.1 Defining Hosting Client Packages and Default Websites

Typically, you will create a number of standard hosting client website packages, which you copy to create a new hosting client websites.

As a web hosting service provider you may want to create a number of standard packages such as:

- Different Asbru Web Content Management system editions and add-on modules:
  - Personal
  - Personal with E-Commerce Add-On module
  - Professional
  - Professional Suite
- Default website content customised specially for different types of clients:
  - Small business website
  - Medium-sized business website
  - Non-profit organisation website
  - Club website
  - Personal website
  - Family website
  - Local authority website
  - School website
  - etc.

For hosting within a larger organisation you may want to create a number of standard packages such as:

- Division website
- Brand website
- Campaign website
- Department intranet website
- Project intranet website
- Partner extranet website

Simply create such hosting client website packages in the same way as ordinary hosting client websites and use the Asbru Web Content Management system to customise the configuration and content of each website package. Leave the superadmin email address blank to list the websites as "templates" in the Hosting Clients administration section.

9.3.2 Index

The main page of the Hosting Clients administration section lists your currently configured hosting client websites with access to open, view, update and delete each of them as well as access to add new hosting client websites.

Each hosting client website must have its own unique Internet address, which may be an IP-number (i.e. 127.0.0.1), a fully qualified domain name (i.e. www.asbrusoft.com) or a sub-domain name (i.e. johndoe.asbruweb.com). Each hosting client website may also have any number of additional Internet addresses, which point to the same hosting client website.

The Move To button and Group and Type lists located under the list of hosting client websites can be used to move selected hosting client websites to another group and/or type.

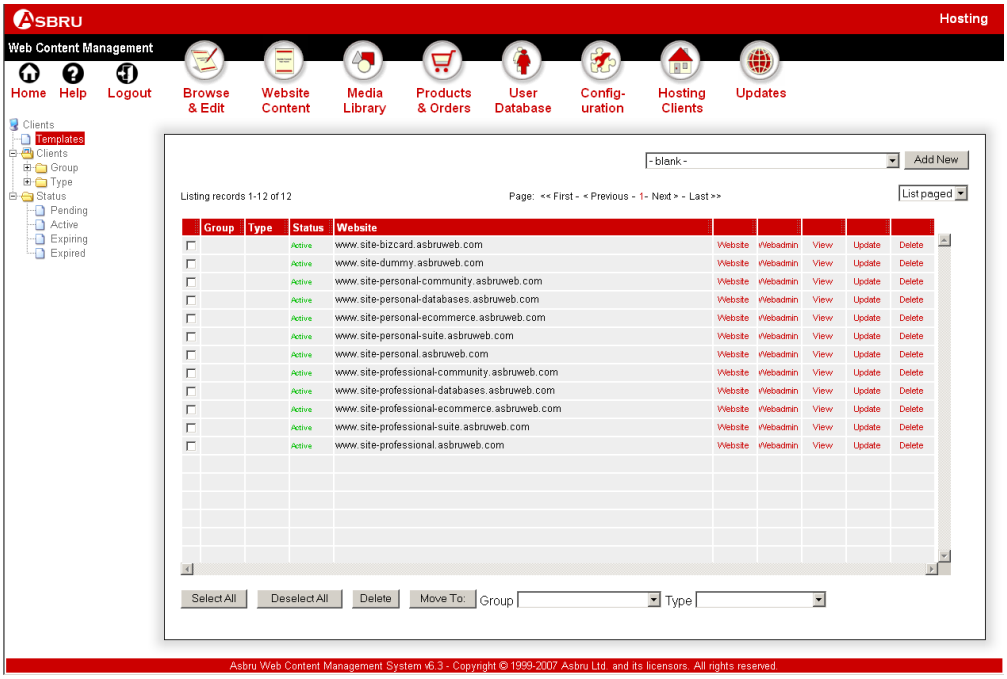
9.3.2.1 List paged

Hosting client websites are always ordered alphabetically by the Internet address. Select the First, Previous, Next, Last and page number links or use the scrollbar to browse through the hosting client websites.

All text may not be visible in the default width columns. The full text is displayed by the web browser when the cursor is held over the text. Alternatively, the column widths can be resized by dragging the space between the column headers left and right.

9.3.2.2 List all

Select any of the index listing column heading texts such as Group, Type, Status and Website to sort the listed hosting client websites by the selected column.



9.3.3 Website

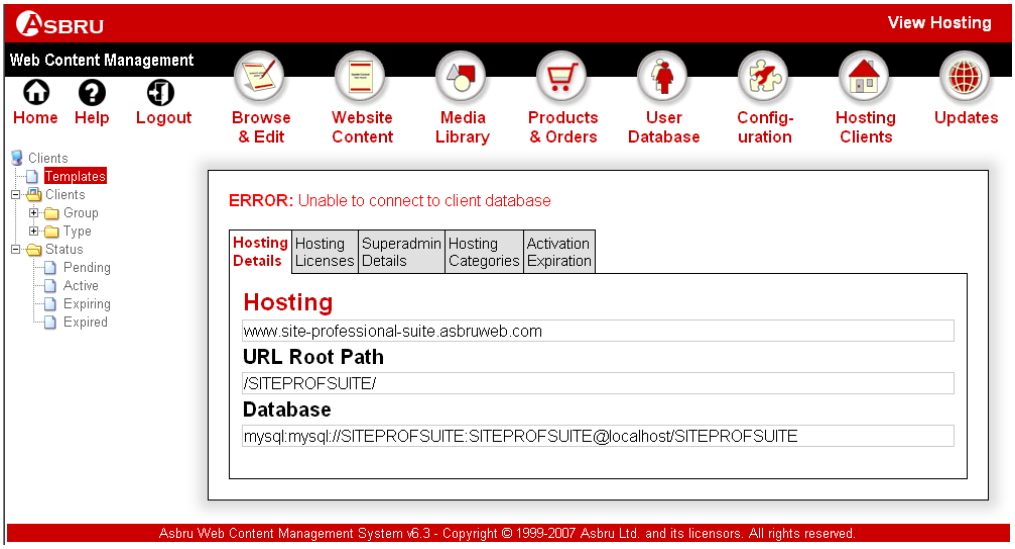
Select Website from the Hosting Clients administration section main page to open and view the hosting client website in a new web browser window.

9.3.4 Webadmin

Select Webadmin from the Hosting Clients administration section main page to access the web content management system administration pages for the hosting client website in a new web browser window.

9.3.5 View

Select View from the Hosting Clients administration section main page to view the current configuration for a hosting client website. Please see 9.3.8 Add New for details on the configuration attributes.

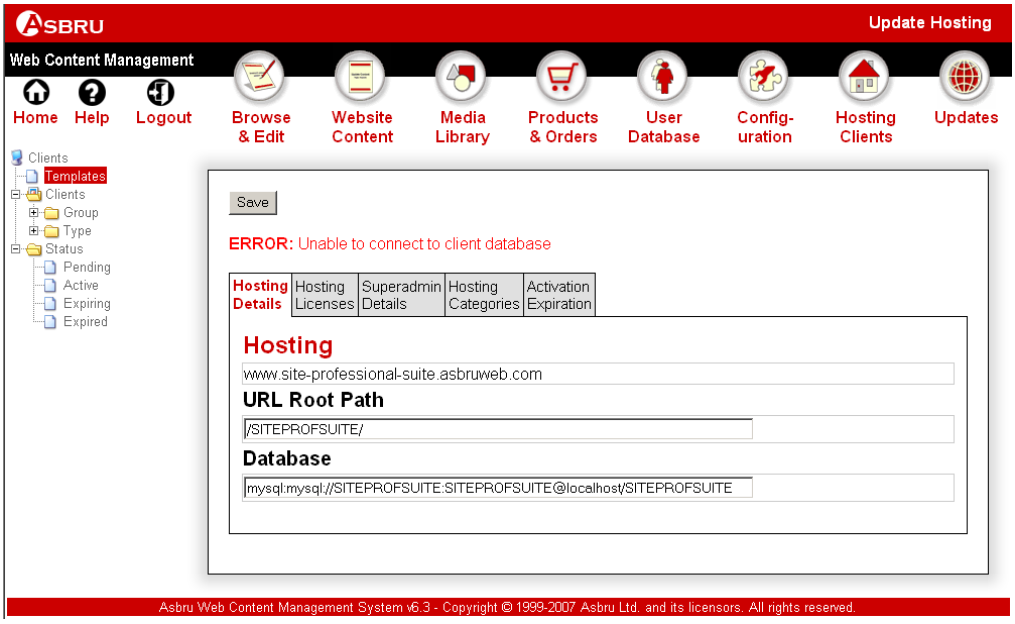


9.3.6 Update

Select Update from the Hosting Clients administration section main page to update the configuration for a hosting client website. Please see 9.3.8 Add New for details on the configuration attributes.

Please note that changing the URL Root Path and/or Database configuration attributes does not rename/move the existing data to the new locations/names entered, but configures the hosting client website to use the entered locations/names and their contents instead of the existing locations/names.

(You can customize the Hosting API to rename/move the existing data instead. You can also customize the Hosting API to automatically send an email notification to the hosting client website superadmin administrator when their website is updated; or to automatically send configuration changes to your back-end systems; etc. Please see 9.6 Hosting API for details).

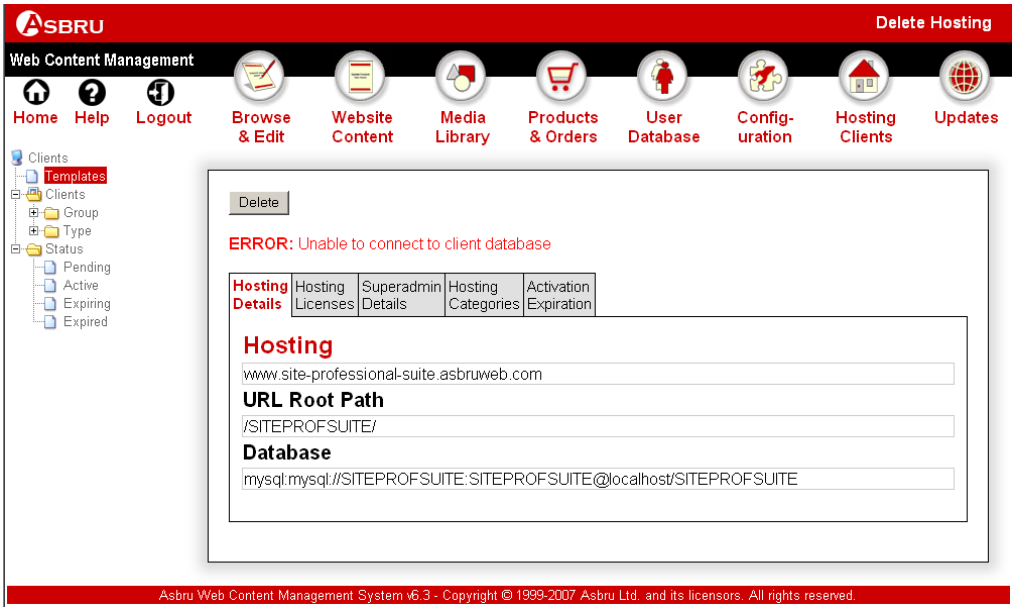


9.3.7 Delete

Select Delete from the Hosting Clients administration section main page to delete a hosting client website. Please see 9.3.8 Add New for details on the configuration attributes.

Please note that depending on your server setup the actual hosting client database instance may not automatically be deleted when the hosting client website is deleted. (For example, the database files may be “locked” by other processes so they cannot be deleted).

(You can customize the Hosting API to automatically delete the database instance. You can also customize the Hosting API to automatically send an email notification to the hosting client website superadmin administrator when their website is deleted; or to automatically send configuration changes to your back-end systems; etc. Please see 9.6 Hosting API for details).



9.3.8 Add New

Select Add New from the Hosting Clients administration section main page to add a new hosting client website. When adding a new hosting client website you also select if you want to add a new "– blank –" website or if you want to copy the hosting client website configuration attributes from an existing hosting client website.

Please note that depending on your server setup you may need to manually create a new database instance for the hosting client, first. (Microsoft Access database files as available for the .NET and JSP and PHP versions of the Asbru Web Content Management system on a Microsoft Windows server and MySQL databases on a Microsoft Windows or Linux/Unix server are created/copied automatically).

(You can customize the Hosting API to automatically create a new database instance for the new hosting client website. You can also customize the Hosting API to automatically send the configuration data to your back-end systems; etc. Please see 9.6 Hosting API for details).

Typically, you will create a number of standard hosting client website packages, which you copy to create a new hosting client websites. Please see 9.3.1 Defining Hosting Client Packages and Default Websites for details.

For example, select "www.site-professional-suite.asbruweb.com" and Add New from the Hosting Clients administration section main page to add a new website for a new hosting client as a copy of the existing "www.site-professional-suite.asbruweb.com" hosting client website package.

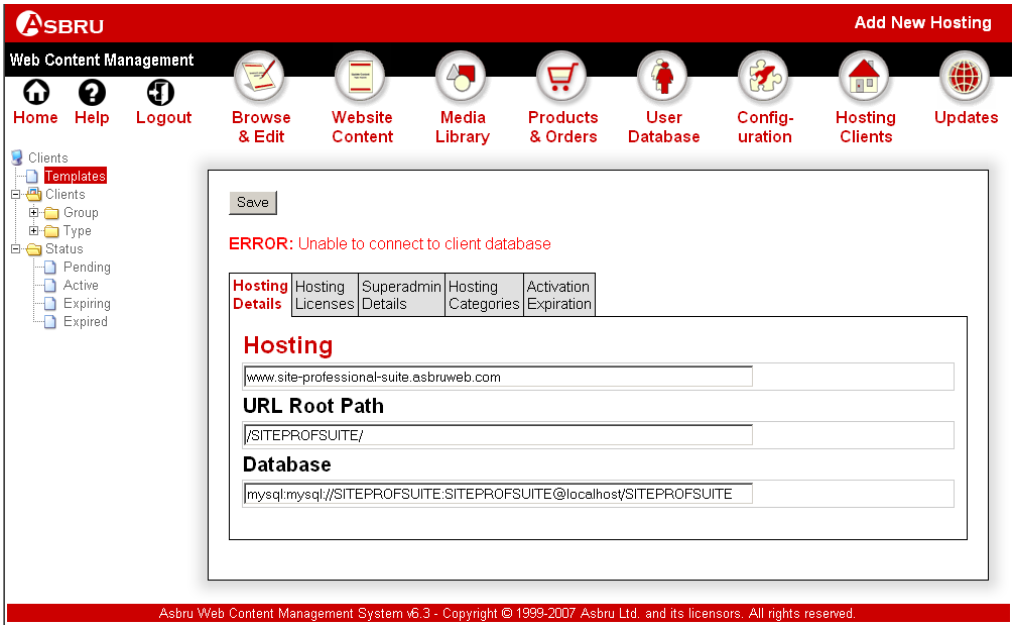
9.3.8.1 Hosting Details

The configuration attributes for the existing "www.site-professional-suite.asbruweb.com" hosting client website are displayed and must be changed for the new hosting client website:

- Internet address – Must be changed from “www.site-professional-suite.asbruweb.com” to a unique Internet address for the new hosting client website (i.e. “johndoe.asbruweb.com”).

- URL Root Path – Must be changed from “/SITEPROFSUITE/” to a unique folder name for the new hosting client website (i.e. “/johndoe/”).

- Database – Must be changed from “mysql:mysql://SITEPROFSUITE:SITEPROFSUITE@localhost/SITEPROFSUITE” to a unique database name for the new hosting client website (i.e. “mysql:mysql://johndoe:jd834hudi@localhost/ johndoe”).



9.3.8.2 Hosting Licenses

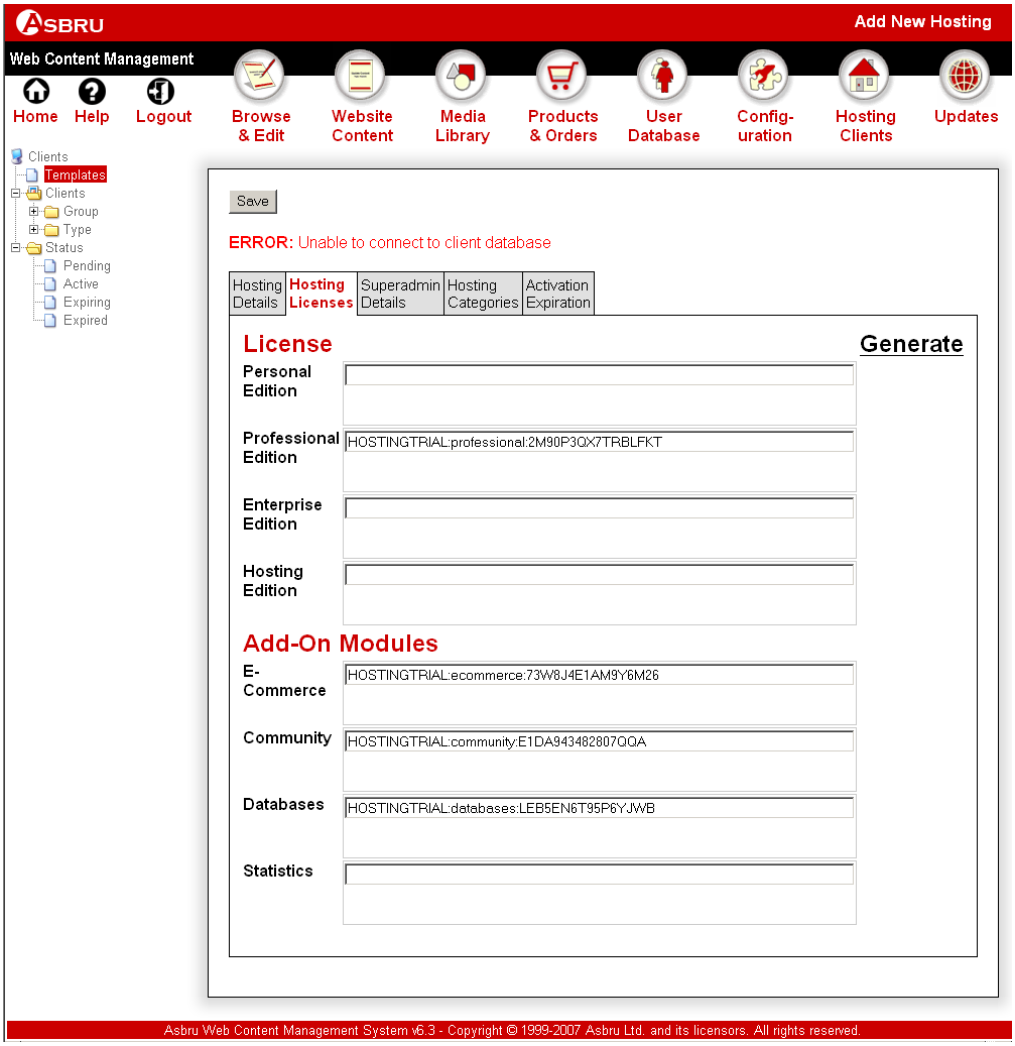
Hosting license keys must be configured for each hosting client website to activate the various Asbru Web Content Management system editions and add-on modules. The license keys must be the license keys issued to you by Asbru Ltd. (or authorized Asbru Ltd. partners) or unique license keys issued by yourself as authorized by Asbru Ltd. (or authorized Asbru Ltd. partners).

The license key input fields show the license keys issued and configured for the hosting client website by you (stored in your main web content management system database). For comparison and verification, the license keys in actual use on the hosting client website are displayed below each of the license key input fields).

Please note that new unique hosting client licenses can be generated, configured and used immediately, but all issued hosting client licenses must be reported to and purchased from Asbru Ltd. within 30 days (or as agreed) to be valid.

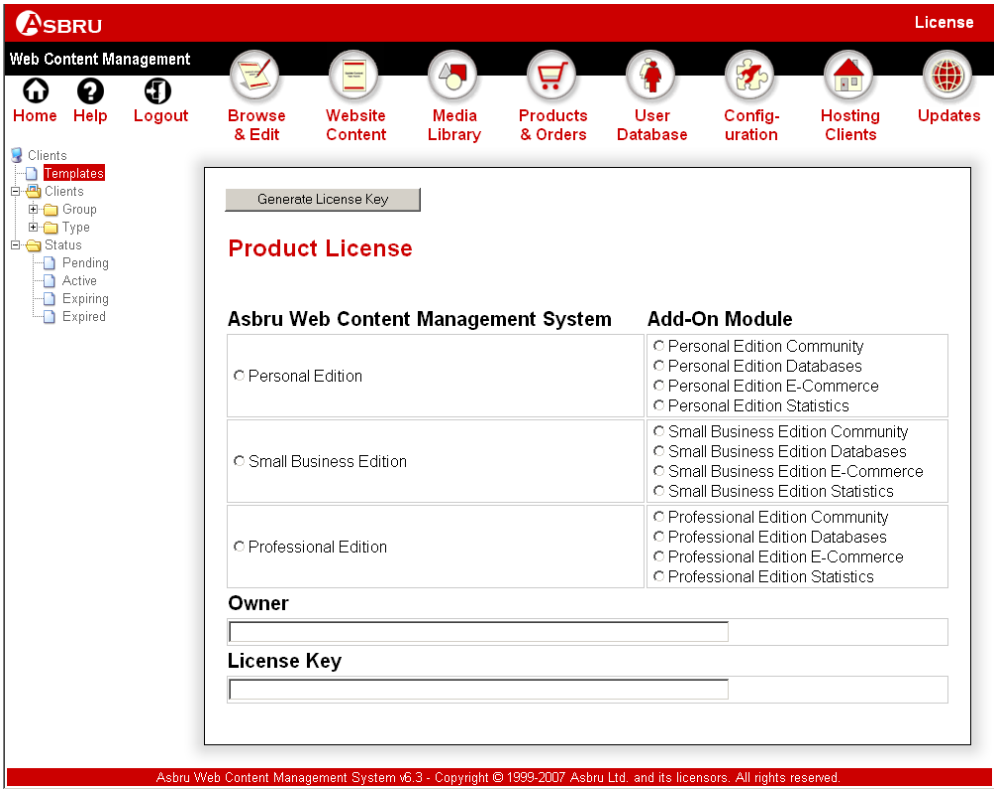
Alternatively, all license keys may be deleted and left blank for the new hosting client

website. This will give the new hosting client a single page business card website, which does not require any license from Asbru Ltd.



Select “Generate” to open a new web browser window with access to generate new unique hosting client license keys:

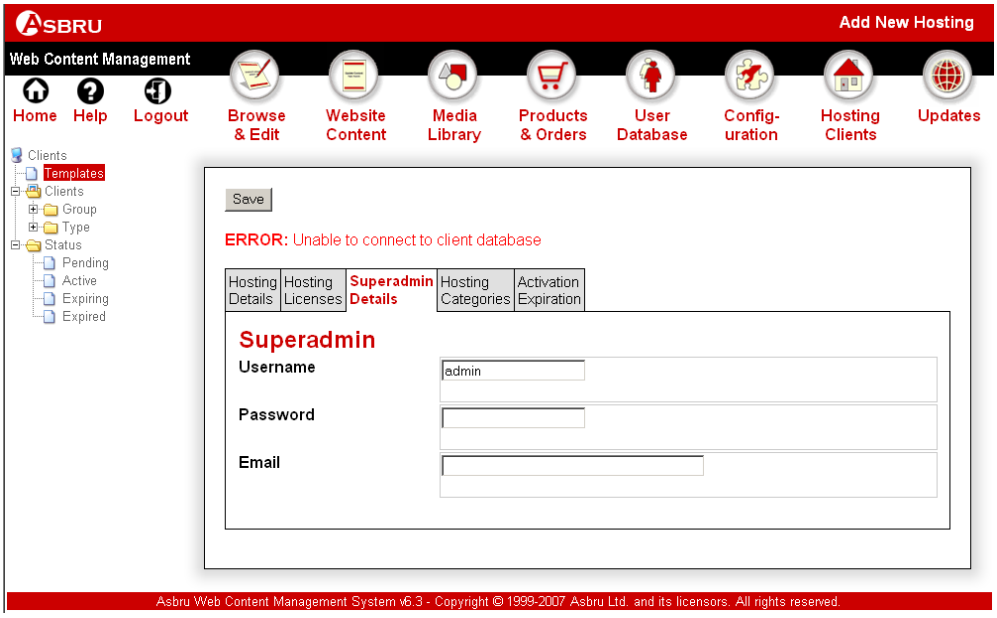
- Product – Select which Asbru Web Content Management System or Add-On Module to generate a license for.
- Owner – Enter a unique id such as the website address or email address for the new hosting client.
- License Key – Select “Generate License Key” and copy the generated license key to the relevant License field for the new hosting client website to be created.



9.3.8.3 Superadmin Details

Superadmin details for login to the hosting client website web content management system administration pages as the superadmin administrator should be configured:

- Superadmin Username – May be kept as “admin” or be changed to something else.
- Superadmin Password – May be kept as “admin” or be changed to something else. (If kept as “admin” the hosting client should be advised to change it to something else. Otherwise other Internet users may easily guess the password and gain unauthorized access to the Asbru Web Content Management system for the hosting client website).
- Superadmin Email – Should be changed to the hosting client’s email address (i.e. “johndoe@asbruweb.com”).

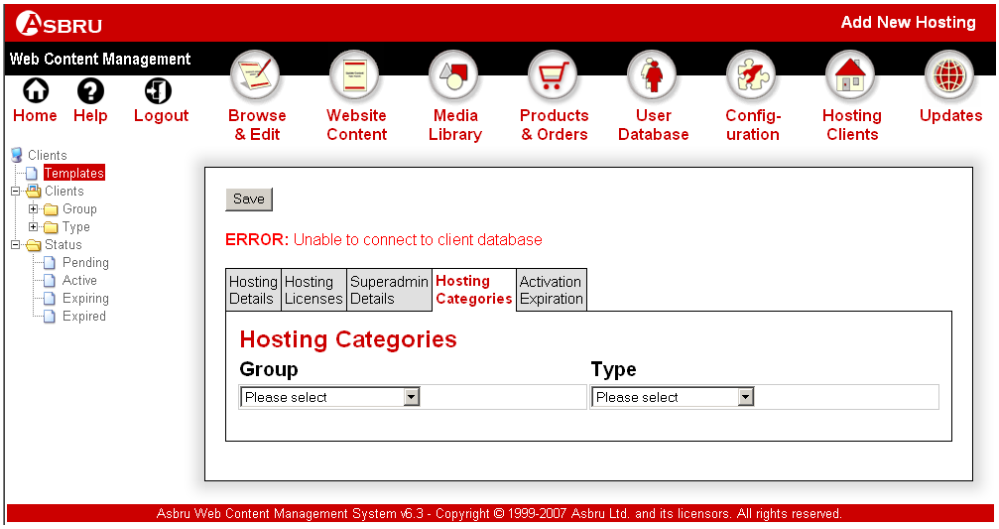


9.3.8.4 Hosting Categories

For effective administration of larger numbers of hosting client websites, they can be organised into a number of groups and/or types:

- Group – May be set to one of the configured hosting client groups (configured through Configuration / Hosting / Groups).

- Type – May be set to one of the configured hosting client types (configured through Configuration / Hosting / Types).

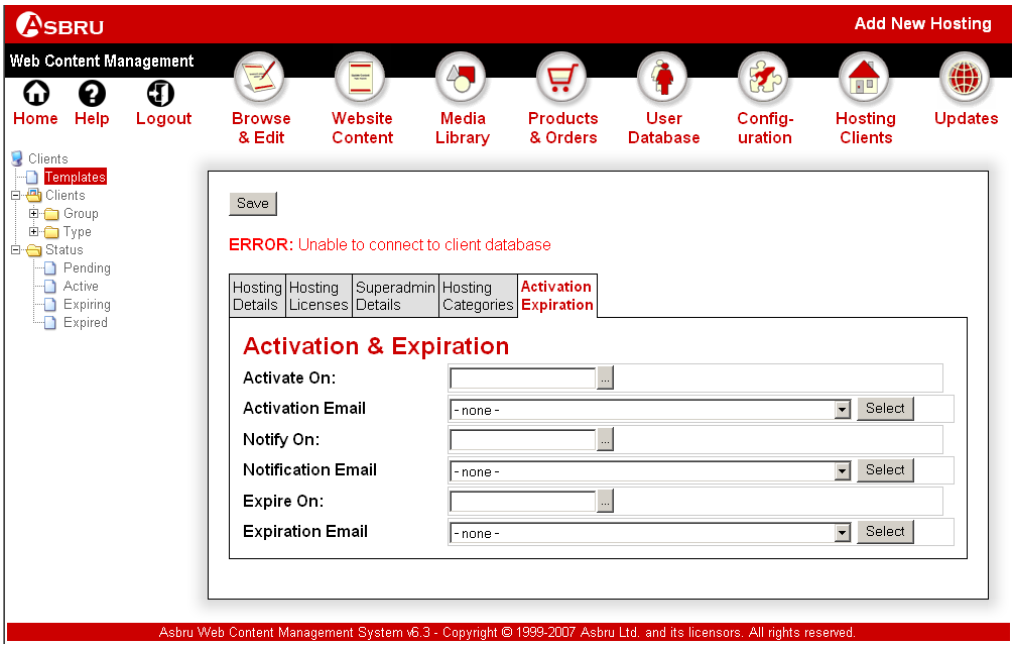


9.3.8.5 Activation & Expiration

Use these Activation & Expiration attributes to schedule when each hosting client website should be activated and/or expired, or leave blank to activate the hosting client website immediately and permanently (until updated or deleted). Optionally, activation and/or expiration emails can be sent to the hosting client website superadministrator when the hosting client website is activated and/or expires. Sending of a notification email when a hosting client website is about to expire can also be scheduled.

The activation and expiration dates/times must be entered in the format "YYYY-MM-DD hh:mm:ss" - for example "2000-12-31 23:59:59" for 1 second to midnight on New Year's Eve 2000.

Please note that sending of activation, notification and expiration emails happens the first time your website is accessed after the scheduled dates/times, so depending on how busy your website is the emails may be sent some time after the scheduled dates/times. For guaranteed email delivery shortly after the scheduled dates/times, you may need/want to setup automated periodical access of your website.



9.3.8.6 Save & Create

Select “Save” to add the new hosting client website.

This will automatically create the new website folder and database instance for the new hosting client website as a copy of the existing website folder and database instance. An email notification with the new hosting client website details will also automatically be sent to the new hosting client superadmin email address as well as the default Hosting Edition website superadmin email address.

The new hosting client website is now ready for use and can be accessed at the configured hosting client website Internet address – for example:

- "http://johndoe.asbruweb.com" – The public Internet website.
- "http://johndoe.asbruweb.com/webadmin/" – The Asbru Web Content Management system for the new hosting client website.
- "http://johndoe.asbruweb.com/bizcard/" – The Asbru Web Content Management system business card website administration page for the new hosting client website. Please see 9.3.9 Business Card Website Administration for details.

9.3.8.7 Hosting API

The Add New functionality as described above depends on the implementation of the Asbru Web Content Management system Hosting API. As default the Hosting API supports automated creation of Microsoft Access and MySQL databases for a simple "virtual" web server setup. This is fully customisable to suit your requirements and server setup and eventually integrate with your back-end and other systems. Please see 9.4 E-Commerce Add-On Automated Product Delivery and 9.6 Hosting API for details.

To add a new hosting client website you need to (manually or automatically through customization of the Hosting API):

- Obtain and configure the unique Internet address (IP-number, domain name or sub-domain name) to be used to access the new hosting client website.
- Configure your web server to respond to the address for the new hosting client website and direct requests to the Asbru Web Content Management system.

Create a web folder for the new hosting client website where its images and other data files are to be stored. Typically, you would create this as a sub-folder of your website root folder where the Asbru Web Content Management system is installed.

(Alternatively, you may create a "link" from your website root folder to a hosting client website folder located somewhere else on your server if your server platform supports this. Finally, you may have chosen a setup with separate website root folders for each hosting client website. Please see 9.2 Hosting Clients Configuration for details).

- Create a database instance for the new hosting client website where its content etc. are to be stored.
- Optionally, initialise and pre-configure the Asbru Web Content Management system for the new hosting client website.
- Notify the new hosting client of their website details including the Internet address, username and password to access their new website and the Asbru Web Content Management system.

9.3.9 Business Card Website Administration

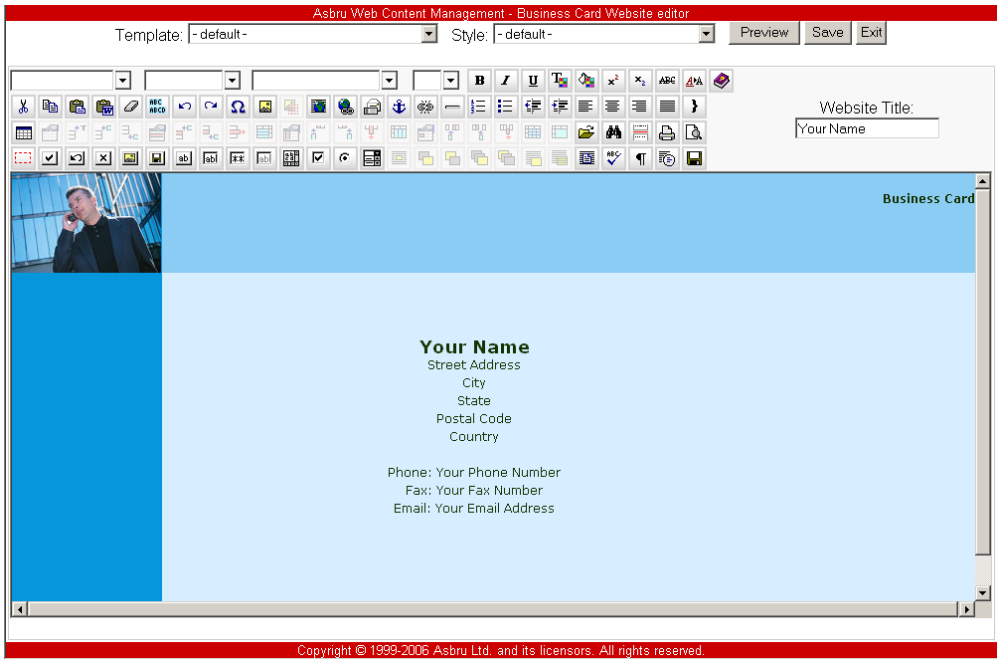
Instead of web sites with access to the full Asbru Web Content Management system, you may setup single page business card websites for your hosting clients.

Hosting clients may access the Asbru Web Content Management system business card website administration by opening the website address “http://127.0.0.1/bizcard/” where “127.0.0.1” must be replaced with the address of their hosting client website address. The hosting client’s username and password is required to access the business card website administration.

The business card website administration gives hosting clients access to update the content of their business card website using the web content editor and by selecting a template and a style sheet.

Hosting clients may use the web content editor to insert hyperlinks and images on their business card website, but images can only be selected from the existing images for their website. Additional images cannot be uploaded to their business card website.

Finally, changes may be previewed before they are saved.



9.4 E-Commerce Add-On Automated Product Delivery

When a Hosting Edition license is configured, the E-Commerce Add-On module is also automatically activated for self-service ordering and payment for hosting client websites and for automated product delivery of hosting client websites and databases creation, initialisation and configuration.

9.4.1 Product Delivery Configuration

Additional Product Delivery attributes are added on the E-Commerce Product Delivery configuration page in the Configuration section of the web content management system:

- Hosting Client Websites
  Settings for automatically created hosting client websites.

- Min. Sub-domain Length
  Minimum permitted length of sub-domain names (entered by customers when ordering a hosting client website).

- Max. Sub-domain Length
  Maximum permitted length of sub-domain names (entered by customers when ordering a hosting client website).

- Blocked Sub-domains
  List of blocked sub-domains separated by blanks. Blocked sub-domains entered by customers when ordering a hosting client website will be ignored and replaced with an automatically issued sub-domain name.

- Prefix For Automatically Issued Sub-Domains
  Prefix text followed by random number to be used for automatically issued hosting client website sub-domain names (if no available/valid sub-domain name is entered by the the customers when ordering a hosting client website).

- WWW Domain Name Prefix
  Prefix to be added before the sub-domain – for example to use "www." for the hosting client website.

- Domain Name
  The default base domain name to be used for all hosting client websites. All hosting client websites will be created as sub-domains of this domain name. (Additional alternative domain names for the hosting client website can be configured separately).

- Database Connection
  The database connection string template to be used for all hosting client websites. A number of special codes can be used in the database connection string:
  - @@@domain@@@ will be replaced by the hosting client website sub-domain name.
  - @@@username@@@ will be replaced by the hosting client website sub-domain name.
  - @@@password@@@ will be replaced by a random 8 digit number.
  - @@@random@@@ will be replaced by a random 32 digit number.

  For Microsoft Access databases the database connection string can be something like:

  .NET:
  access:DRIVER={Microsoft Access Driver (*.mdb)}; DBQ=D:/Asbru\Web Content Management/webadmin/database.@@@domain@@@.@@@random@@@.mdb

  JSP:
  sun.jdbc.odbc.JdbcOdbcDriver::@jdbc:odbc:DRIVER={Microsoft Access Driver (*.mdb)}; DBQ=D:/Asbru/Web Content

Management/webadmin/database.@@@domain@@@.@@@random@@@.mdb

PHP:

access:odbc://TCP()DRIVER={Microsoft Access Driver (*.mdb)};DBQ=D:\Asbru\Web Content Management/webadmin/database.@@@domain@@@.@@@random@@@.mdb

For MySQL databases the database connection string can be something like:

.NET:

mysql:Driver={MySQL ODBC 3.51 Driver};SERVER=localhost;DATABASE=@@@subdomain@@@;UID=@@@username@@@;PWD=@@@password@@@;Extended Properties='OPTION=16387'

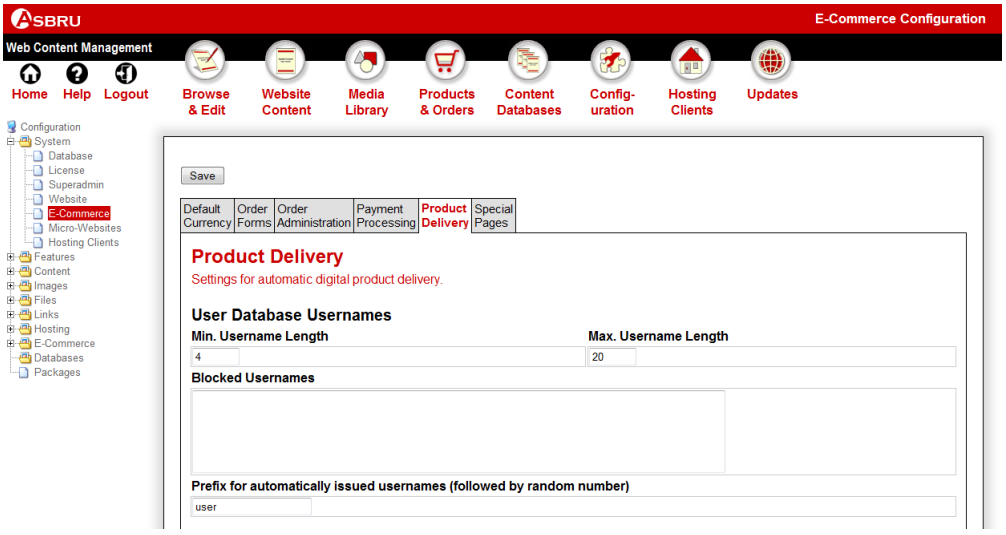
JSP:

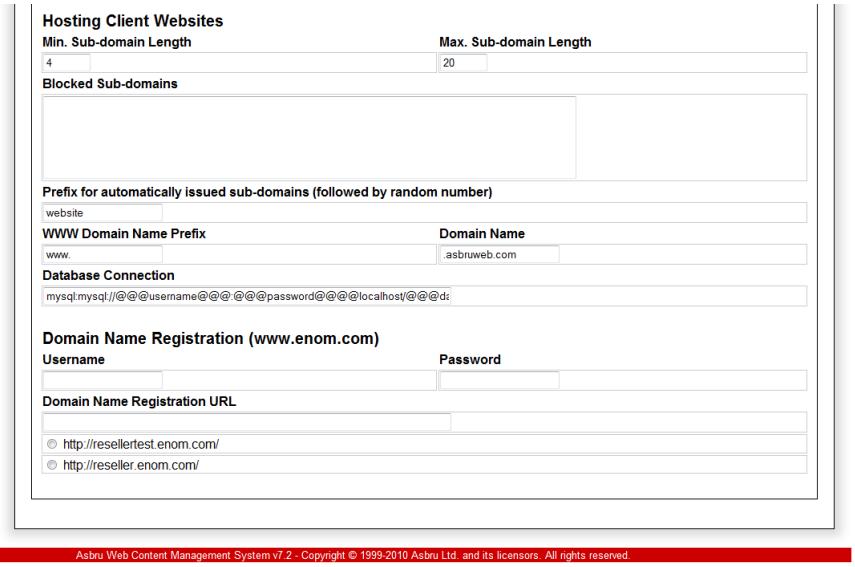
mysql:com.mysql.jdbc.Driver:@@@username@@@:@@@password@@@@jdbc:mysql://localhost/@@@subdomain@@@

PHP:

mysql:mysql://@@@username@@@:@@@password@@@@localhost/@@@subdomain@@@

Please see 4 E-Commerce Add-On Module and 4.2.2 E-Commerce for details.





9.4.2 Domain Name Registration

Additional Product Delivery attributes for integrated domain name registration functionality are also added on the E-Commerce Product Delivery configuration page in the Configuration section of the web content management system:

- Domain Name Registration (www.enom.com)
  Settings for integrated domain name registration and configuration.
    - Username
      Your www.enom.com reseller username.
    - Password
      Your www.enom.com reseller password.
    - Domain Name Registration URL
      The domain name registration URL to be used.
        - http://resellertest.enom.com/
          For testing only with no actual domain name registrations and payments. The domain name is not actually registered and configured to point to the hosting client website. Payments for domain name registrations are only charged to your www.enom.com reseller test account.
        - http://reseller.enom.com/
          Live domain name registrations and payments. Payments for domain name registrations are charged to your www.enom.com reseller account.

Integrated domain name registration is supported through a reseller account with www.enom.com. To use the integrated domain name registration you must sign up for a www.enom.com reseller account.

The integrated domain name registration functionality is intended for use with hosting client website products – not for standalone domain name registration services.

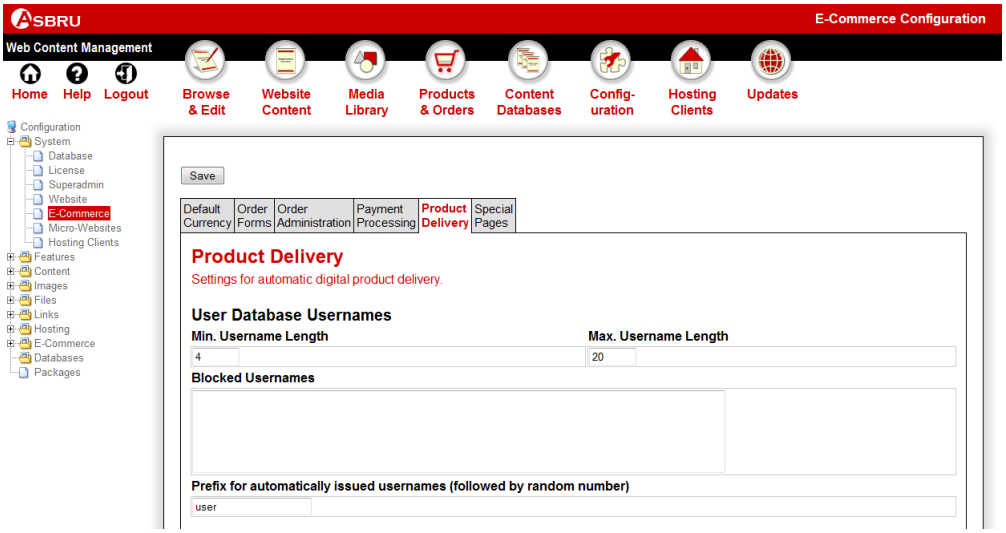
When the Domain Name Registration configuration settings have been configured and a hosting client website product with “hosting:subdomain” and “hosting:domain” Product Details attributes is purchased, the entered “hosting:domain” Product Details attribute domain name will be registered (if available) and it will be configured to point to the “hosting:subdomain” hosting client website. Please see 9.4.3 Product Attributes for details.

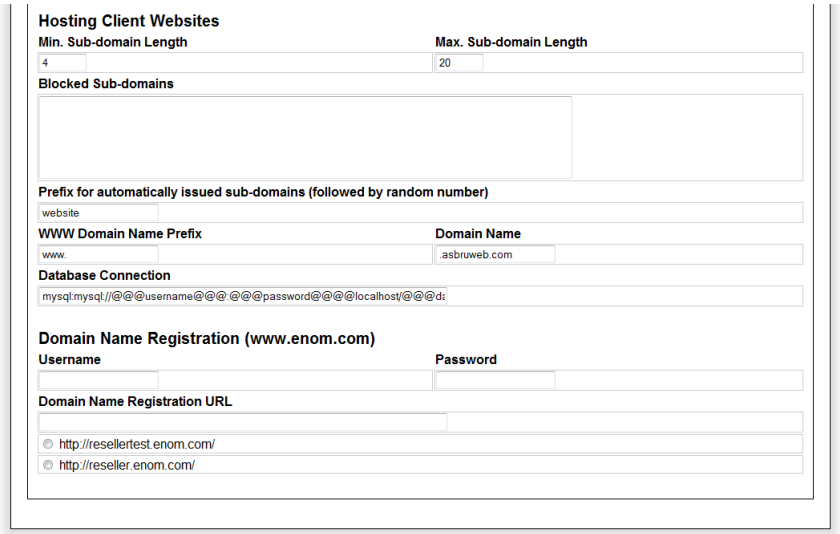
As default only “.com”, “.net” and “.org” top level domains can be registered. If a “hosting:domain:tld” Product Details attribute has been defined with a list of top level domains for the purchased product then only domain names for the given top level domains can be registered. As the domain name registration costs for different top level domains differ, you may want to have different products with different “hosting:domain:tld” product options. Please see 9.4.3 Product Attributes for details.

The registered domain name will also be configured to forward all emails to the hosting client’s email address. The registered domain name and the created hosting client website should be ready for use within a few minutes.

The @@@availability@@@ special code should be added to the shopping cart item used to list each product in the shopping cart. This special code will display if the entered domain name is available and if all the personal data required for domain name registrations have been entered etc.

Please see 4 E-Commerce Add-On Module and 4.2.2 E-Commerce for details.



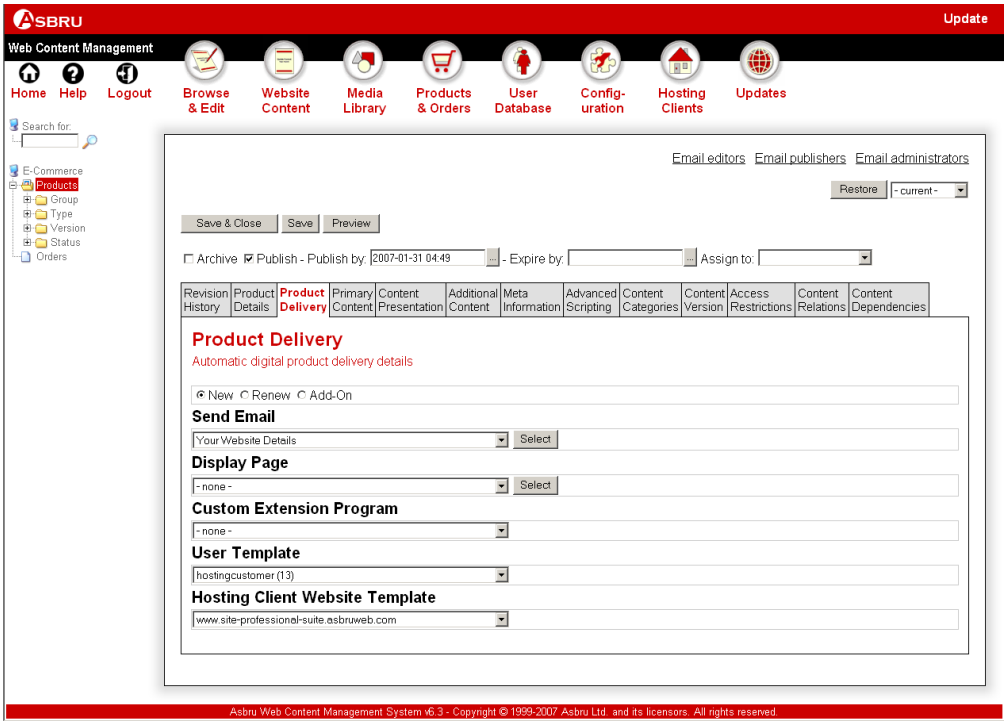


9.4.3 Product Attributes

Additional Product Delivery attributes are added for products in the Products & Orders section of the web content management system:

- Hosting Client Website Template
  The hosting client website to be copied to create a new hosting client website for the customer upon successful order and payment completion.

Please see 4 E-Commerce Add-On Module and 4.3.7.3 Product Delivery for details.



Additional Product Details attributes are also available for automated configuration of hosting client websites. In relation to automated product delivery a number of special Product Options with the following names can be defined:

- hosting:subdomain
  Placeholder for sub-domain name entered by customers when ordering a hosting client website. Important: This should always be the first product option for products with automated delivery of hosting client websites.

- hosting:domain
  Placeholder for optional full domain name alias entered by customers when ordering a hosting client website. Important: This should always be the second product option for products with automated delivery of hosting client websites.

- hosting:domain:tld
  List of top level domains which are allowed for the “hosting:domain” if the integrated domain name registration functionality is used. If no “hosting:domain:tld” product option is added, the default “hosting:domain:tld” is “com,net,org”. For example, to also allow registration of “.uk” domain names a “hosting:domain:tld” product option with the value “com,net,org,uk” should be added; or to only allow registration of “.uk” domain names a “hosting:domain:tld” product option with the value “uk” should be added. Please see 9.4.2 Domain Name Registration for details.

- hosting:group
  Defines the hosting group under which the hosting client website is created. This

overrides the hosting group defined for the copied hosting client website.

- hosting:type
  Defines the hosting type under which the hosting client website is created. This overrides the hosting type defined for the copied hosting client website.

- hosting:password
  Sets the superadmin password for the created hosting client website to the given value. This overrides the superadmin password defined for the copied hosting client website.

- hosting:personal
  Sets the Personal Edition license key for the created hosting client website to the given value. This overrides the Personal Edition license key defined for the copied Product Delivery Hosting Client Website Template.

- hosting:professional
  Sets the Professional Edition license key for the created hosting client website to the given value. This overrides the Professional Edition license key defined for the copied Product Delivery Hosting Client Website Template.

- hosting:community
  Sets the Community Add-On license key for the created hosting client website to the given value. This overrides the Community Add-On license key defined for the copied Product Delivery Hosting Client Website Template.

- hosting:databases
  Sets the Databases Add-On license key for the created hosting client website to the given value. This overrides the Databases Add-On license key defined for the copied Product Delivery Hosting Client Website Template.

- hosting:ecommerce
  Sets the E-Commerce Add-On license key for the created hosting client website to the given value. This overrides the E-Commerce Add-On license key defined for the copied Product Delivery Hosting Client Website Template.

- hosting:statistics
  Sets the Statistics Add-On license key for the created hosting client website to the given value. This overrides the Statistics Add-On license key defined for the copied Product Delivery Hosting Client Website Template.

- hosting:publish
  Sets the Scheduled Publish date/time for the created hosting client website to the given value instead of using the value from the copied Product Delivery Hosting Client Website Template.

- hosting:publish_email
  Sets the Scheduled Publish Email page id for the page to be emailed to the created hosting client website's superadministrator to the given value instead of using the value from the copied Product Delivery Hosting Client Website Template.

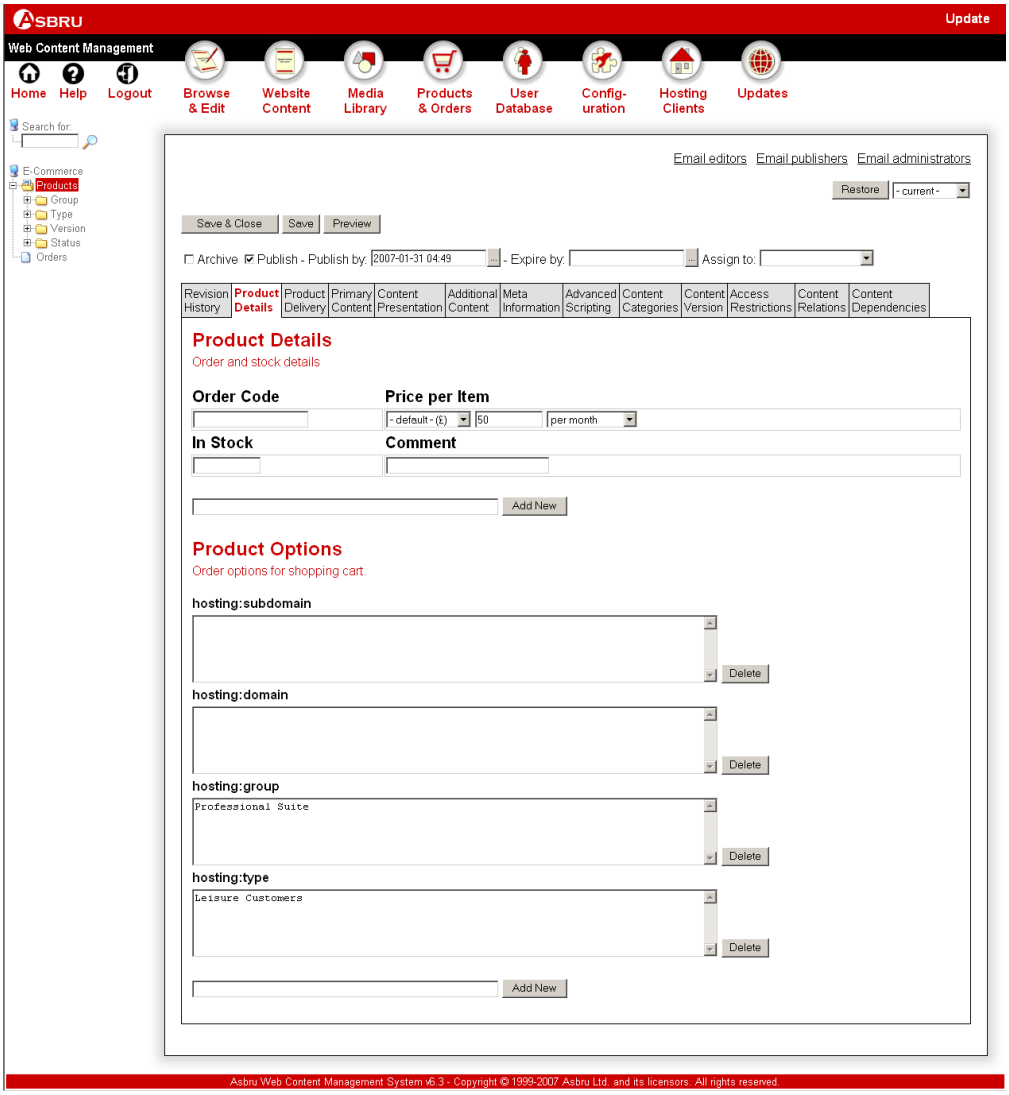
- hosting:notify
  Sets the Scheduled Notify date/time for the hosting client website to the given value instead of using the value from the copied Product Delivery Hosting Client Website Template.

- hosting:notify_email
  Sets the Scheduled Notify Email page id for the page to be emailed to the created hosting client website's superadministrator to the given value instead of using the value from the copied Product Delivery Hosting Client Website Template.

- hosting:unpublish
  Sets the Scheduled Expiration date/time for the hosting client website to the given value instead of using the value from the copied Product Delivery Hosting Client Website Template.

- hosting:unpublish_email
  Sets the Scheduled Expiration Email page id for the page to be emailed to the created hosting client website's superadministrator to the given value instead of using the value from the copied Product Delivery Hosting Client Website Template.

Please see 4 E-Commerce Add-On Module and 4.3.7.1 Product Details for details.



9.4.4 Order Pages

The Hosting Edition example website includes a number of special order pages for ordering hosting client website products. For hosting client website products single-step order pages are recommend instead of using multi-step shopping cart and checkout pages.

The Hosting Edition example website order pages use the standard E-Commerce Add-On features with the following notable differences:

<input type=”text” name=”add” value=”123”> is the unique product id from the web content management system for the ordered product.

<input type=”text” name=”add_1” value=””> is used for customers to enter their preferred sub-domain name when ordering a new hosting client website, or to enter their existing sub-domain for their existing hosting client website when ordering add-on products such as

additional domain name aliases and add-on module license keys. The “1” refers to the first product option defined for the ordered product. As suggested above the first product option for hosting client website products should always be “hosting:subdomain”.

<input type=”text” name=”add_2” value=””> is used for customers to enter their preferred full domain name alias (if any) when ordering a new hosting client website, or when ordering an additional domain name alias for an existing hosting client website. The “2” refers to the second product option defined for the ordered product. As suggested above the second product option for hosting client website products should always be “hosting:domain”.

<input type=”hidden” name=”complete” value=”complete”> defines that the order should be confirmed/completed immediately instead of using multi-step shopping cart and checkout pages.

<input type=”hidden” name=”email_confirmation” value=”no”> can be used to not send a confirmation email to the customer.

<input type=”hidden” name=”email_confirmation” value=”123”> can be used to send the page with the given id as a confirmation email to the customer instead of using the default email confirmation page configured for your website.

<input type=”hidden” name=”email_notification” value=”no”> can be used to not send a notification email to your e-commerce order administrator.

<input type=”hidden” name=”email_notification” value=”123”> can be used to send the page with the given id as a notification email to your e-commerce order administrator instead of using the default email notification page configured for your website.

Please see the Hosting Edition example website and 4 E-Commerce Add-On Module for details.

9.5 Web Server And Hosting Client Websites Setup

The default Asbru Web Content Management Hosting API implements a simple “virtual hosting client” setup. However, you may customise the Hosting API if you prefer another setup for your hosting client websites such as a more advanced “dedicated hosting client” setup or something completely different. You may also want to customise the Hosting API for additional automation and integration with back-end systems etc. Please see 9.6 Hosting API for details.

Each hosting client website needs its own:

- Internet address IP-number and/or domain name for accessing it.
- Website folder for storing the website content images and other files.
- Database instance for storing the website content.

9.5.1 Internet Address and Web Server

Each hosting client website needs its own unique Internet address for accessing it. The Internet address may be an IP-number, domain name or sub-domain name. You need to acquire and configure these to point to your web server before the Asbru Web Content Management system can use them.

You must also configure your web server to respond to each of the hosting client website Internet addresses and direct requests to the Asbru Web Content Management system.

- The simplest way to do this is to configure your web server to respond to any Internet address and direct everything to the folder where your Asbru Web Content Management system is installed.

- Alternatively, you may need/want to configure separate web server instances for each hosting client website. All web server instances should still direct everything to the folder where your Asbru Web Content Management system is installed. Depending on your web server this may be necessary to configure separate log files and restrictions etc. for each hosting client website.

- Finally, you may need/want to configure separate web server instances for each hosting client website with separate "root" folders. This may be necessary to enable hosting clients to install their own additional web applications. Please see 9.5.4 "Dedicated" Hosting Clients Websites for details.

If you use the first, simple setup where a single web server instance responds to any Internet address no additional web server configuration is needed when a new hosting client website is added to the Asbru Web Content Management system.

Otherwise, a new web server instance must be configured for each new hosting client website added to the Asbru Web Content Management system. You may customise the Asbru Web Content Management system Hosting API to automate this. Please see your operating system and web server documentation and 9.6 Hosting API for details.

9.5.2 Website Folder

Each hosting client website also needs its own web server folder for storing the website content images and other files.

- The simplest way to do this is to create a sub-folder for each hosting client website under your website "root" folder.

- Alternatively, you may need/want to create a "link" for each hosting client website under your website "root" folder with each "link" pointing to each hosting client website's real folder.

- Finally, you may need/want to configure separate web server instances for each hosting client website with separate "root" folders. Please see 9.5.4 "Dedicated" Hosting Clients Websites for details.

If you use the first, simple setup where each hosting client website has its own sub-folder under your website "root" folder no additional server configuration may be needed when a new hosting client website is added to the Asbru Web Content Management system.

Otherwise, a new web server folder must be created and configured for each new hosting client website added to the Asbru Web Content Management system. You may customise the Asbru Web Content Management system Hosting API to automate this. Please see your operating system and web server documentation and 9.6 Hosting API for details.

9.5.3 Database Instance

Finally, each hosting client website needs its own database instance with a unique identifier/name for accessing it. How these are created and configured depends on which database platform you have selected for your setup.

- The simplest way is to use Microsoft Access database files on a Microsoft Windows server. Microsoft Access databases are simple files, which the Asbru Web Content Management system can copy and configure on its own.

- Alternatively, you may need/want to use one of the other supported database servers and create a separate database instance for each hosting client website. Each database instance should have its own unique identifier/name as well as username and password for accessing it. Please see your database server documentation for details. The Asbru Web Content Management system Hosting Edition includes support for MySQL databases on both Linux/Unix and Microsoft Windows.

9.5.4 "Dedicated" Hosting Clients Websites

The Asbru Web Content Management system Hosting Edition is primarily designed and implemented to enable web hosting service providers to offer easy to use websites with full web content management to clients who create and maintain their website exclusively through the web content management system (and other pre-installed standard web applications) in a controlled environment.

You may need or prefer a setup that enables individual hosting clients to develop and install additional web applications. To support such a setup as described below you may customise the Asbru Web Content Management system Hosting API. Please see 9.6 Hosting API for details.

However, instead of using a setup with dedicated hosting client websites for such clients, it may be a better solution to upgrade the clients to their own full Personal Edition or Professional Edition installation of the Asbru Web Content Management system. This is recommended if the hosting clients need full "shell" access to their website folder, or you should ensure that hosting clients do not have access to the Asbru Web Content Management system configuration files ("/webadmin/ini.aspx", "/webadmin/ini.jsp" and "/webadmin/ini.php") and program files etc.

9.6 Hosting API

The default implementation of the Hosting API included with the Hosting Edition of the Asbru Web Content Management system is implemented to be ready to use for a server setup with simple virtual hosting client websites using Microsoft Access or MySQL databases. Please see 9.2 Hosting Clients Configuration for details.

The .NET and JSP and PHP versions of the Hosting API implements automated setup of hosting client websites with simple Microsoft Access database files on a Microsoft Windows server. These versions may be used as they are without any customisation.

On other operating systems than Microsoft Windows the Asbru Web Content Management system does not support simple Microsoft Access database files. Instead, the .NET and JSP and PHP versions of the Hosting API implements automated setup of hosting client websites with MySQL databases on a Linux/Unix server (as well as on a Microsoft Windows server). This version needs simple configuration of the location of MySQL database folders/files and

database superadmin username and password) before it can be used. Please see 9.2 Hosting Clients Configuration for details.

However, the Hosting API may be customised for other server setups as well as additional automation and integration with back-end systems etc.

The Hosting API consists of a single program file: "/webadmin/Hosting_api.aspx", "/webadmin/Hosting_api.php" and "/WEB-INF/classes/HardCore/HostingAPI.java" depending on which version of the Asbru Web Content Management system you are using.

The Hosting API program file contains a number of program functions, which are used by the Asbru Web Content Management Hosting Clients administration section before and after hosting client websites are created, updated and deleted.

9.6.1 hosting_pre_create

The "hosting_pre_create" function is called when the Add New form/page is saved but before the Asbru Web Content Management system configures the new hosting client website. If an error message is returned from this function the Asbru Web Content Management system will simply display the error message(s) instead of adding the new hosting client website.

As default this function:

- Validates the format of the entered data for the new hosting client website.
- Validates that the entered Internet address is not already configured for a hosting client website.
- Checks if the entered Database and URL Root Path data for the new hosting client website are already used for a hosting client website – if they are the new hosting client website is simply added as an alias for the existing hosting client website instead of creating a new hosting client website.
- Creates the website sub-folder for the new hosting client website.
- Creates "file", "image" and "upload" sub-folders for the new hosting client website – and copies the files from the existing hosting client website if an existing hosting client website is copied to create the new hosting client website.
- Creates a Microsoft Access or MySQL database for the new hosting client website by copying the original default Asbru Web Content Management system database file or by copying the database file/data from the existing hosting client website if an existing hosting client website is copied to create the new hosting client website.

Please note that only Microsoft Access database files and MySQL databases are created automatically as default. Other databases must be created manually before adding a new hosting client website. However, you may also customise this Hosting API function to automatically create and initialise other databases for your server setup.

9.6.2 hosting_post_create

The "hosting_post_create" function is called when the Add New form/page is saved and after the Asbru Web Content Management system has configured the new hosting client website. If

an error message is returned from this function the Asbru Web Content Management system will display the error message(s) instead of returning to the hosting clients administration index page.

As default this function:

- Validates the connection to the database for the hosting client website.

- Emails a notification with the new hosting client website details to the new hosting client with a copy to the Hosting Edition superadmin administrator as well.

"From" and "Subject" are defined in the Hosting API program file as the variables: "hosting_api_email_sender" and "hosting_api_email_subject". The default content of the email sent to the new hosting client is the contents of the "/webadmin/hardcore.email" file.

Alternatively, different email messages may be created for different hosting client packages. If a new hosting client website is added as a copy of an existing "PROFESSIONAL.asbruweb.com" hosting client website and an "/webadmin/hardcore.PROFESSIONAL.asbruweb.com.email" file exist, the content of that file will be emailed to the new hosting client instead of the default content.

9.6.3 hosting_pre_update

The "hosting_pre_update" function is called when the Update form/page is saved but before the Asbru Web Content Management system updates the hosting client website. If an error message is returned from this function the Asbru Web Content Management system will simply display the error message(s) instead of updating the hosting client website.

As default this function:

- Validates the format of the entered data for the hosting client website.

9.6.4 hosting_post_update

The "hosting_post_update" function is called when the Add New form/page is saved and after the Asbru Web Content Management system has updated the hosting client website. If an error message is returned from this function the Asbru Web Content Management system will display the error message(s) instead of returning to the hosting clients administration index page.

As default this function:

- Validates the connection to the database for the hosting client website.

9.6.5 hosting_pre_delete

The "hosting_pre_delete" function is called when the Delete form/page is saved but before the Asbru Web Content Management system deletes the hosting client website. If an error message is returned from this function the Asbru Web Content Management system will simply display the error message(s) instead of deleting the hosting client website.

As default this function:

- Validates the format of the entered data for the hosting client website.

9.6.6 hosting_post_delete

The "hosting_post_delete" function is called when the Delete form/page is saved and after the Asbru Web Content Management system has deleted the hosting client website. If an error message is returned from this function the Asbru Web Content Management system will display the error message(s) instead of returning to the hosting clients administration index page.

As default this function:

- Checks if the deleted Database and URL Root Path data is still used by another hosting client website – if it is the deleted hosting client website was simply an alias for another hosting client website.

- Deletes the Microsoft Access database file or MySQL database for the deleted hosting client website (unless the deleted hosting client website was simply an alias for another hosting client website).

- Deletes the website sub-folder for the deleted hosting client website (unless the deleted hosting client website was simply an alias for another hosting client website).

Please note that only Microsoft Access database files and MySQL databases are deleted automatically as default. Other databases must be deleted manually after deleting a hosting client website. However, you may also customise this Hosting API function to automatically delete other databases for your server setup.